

6.3: FACULTY EMPOWERMENT STRATEGIE



6.3.1:

The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

ST. MARY'S COLLEGE
SULTHAN BATHERY,
WAYANAD, KERALA-673592

6.3.1: The Institution has Effective Welfare Measures and Performance Appraisal System for Teaching and Non-Teaching Staff

WELFARE MEASURES

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graph LR; A[WELFARE MEASURES] --- B[STATUTORY WELFARE MEASURES]; A --- C[HEALTH, HYGIENE AND FITNESS]; A --- D[MONETARY BENEFITS]; A --- E[PROFESSIONAL INCENTIVES]; A --- F[MISCELLANEOUS]
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**STATUTORY WELFARE
MEASURES**

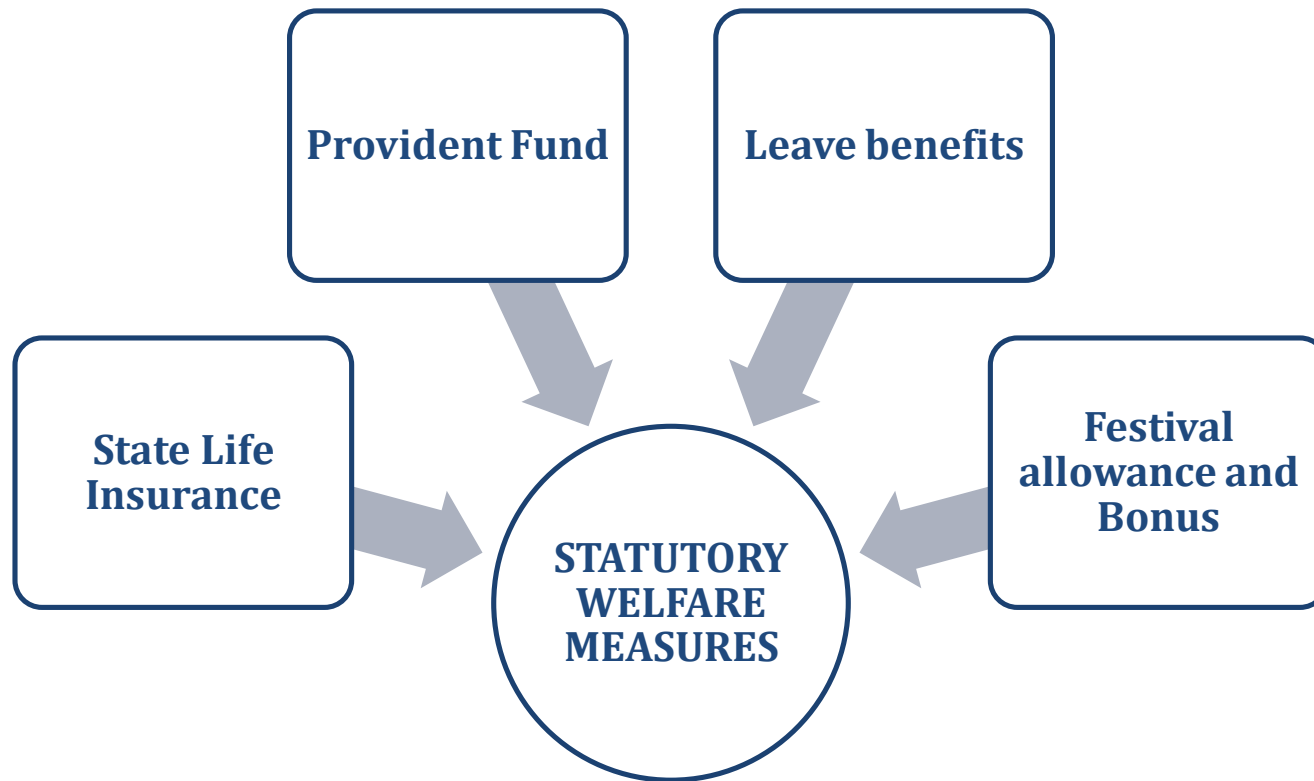
**HEALTH, HYGIENE AND
FITNESS**

MONETARY BENEFITS

**PROFESSIONAL
INCENTIVES**

MISCELLANEOUS

STATUTORY WELFARE MEASURES



State Life Insurance

FORM B
KERALA STATE INSURANCE DEPARTMENT
 Statement showing deductions towards State Life Insurance Policies
 for the month of February 2023

DDO/SDO Code : 1803-16A-008

Salary Head : 2202-03-104-99-00-01-01

Name of Office : ST MARYS COLLEGE BATHERY

Department : Education (Colleges)

Mode of Payment (By Salary Deduction/Demand Draft/Challan) :

Details of Demand Draft/Challan :

Sl. No	PEN	Name	Policy No.	Premium	Loan		Total	Remarks
					Amount	Instal. No.		
1	437652	Dilipkumar K K	020637217	150			150	
			021055118	250			250	
			110121401399	1300			1300	
2	456664	Bhagyaraj C	110121300232	1000			1000	
3	470124	Nirmala K N	1011204963	300			300	
4	470129	RamaChandran K	10112120427	200			200	
			10112071564	500			500	
			10112120419	200			200	
5	470132	Geetha George K	110122215120	1500			1500	
			10112071563	300			300	
			10112120418	200			200	
6	470133	Vijayakumar A R	110122215110	500			500	
			10112071565	300			300	
			10112120423	200			200	
7	470136	James Joseph	11012108037	500			500	
			10112120420	200			200	
			110122215113	1500			1500	
8	470137	Roy PC	1011204983	250			250	
			10112071233	50			50	
			10112120421	200			200	
9	470138	Lalboosh Kumar A R	10112071566	300			300	
			10112120424	200			200	
			110122215117	500			500	
10	673425	Misha T Elias	10112100053	300			300	
			10112120431	200			200	
			110122215135	2800			2800	
11	673439	George Mathew	101125108	500			500	
12	673440	Soumya T Joseph	101155107	500			500	
			110122215124	1300			1300	
13	684113	Shibha T	10112121389	300			300	
14	684204	arejith C S	110122215131	1000			1000	
			10112121191	500			500	
15	684210	RAMESH K G	110122215125	1000			1000	
			10112121188	500			500	
16	684230	Jayash George Joseph	110122215121	1000			1000	
			10112121190	500			500	
17	720272	WILSON M A	110122215129	1000			1000	
			110121401055	1000			1000	
18	720275	ARUN KUMAR T T	110122215127	500			500	
			110121401056	1000			1000	
19	720497	Ija Thomas	110122215103	500			500	
			110121401059	1000			1000	

Provident Fund, the investment to which is totally safe and it offers higher interest rates than normal Bank FDs.

Annexure III

(vide G.O (P) No. 622/2013/Fin Dated 19/12/2013)

National Pension System (NPS)

Schedule of Recovery (Regular Contribution) from the pay bill in the office Education (Collegiate) for the month of 2 / 2023 towards Employee Contribution under Tier - I

Name of Treasury : Sub Treasury, Sulthan Bathery
Treasury Officer Reg. No : 4018932

Name of Department : Education (Collegiate)
Department Code : 16A
DDO Code : 006
DDO Reg. No : SGV162033G
Bill No :
Salary H/A : 2202-03-104-99-00-01-01

Sl.No	PEN	PRAN	Name of Officer	Designation	Item	Basic Pay	Othes if any	DA	Total	Amount of Employee Contribution			Remarks
						(Rs)	(Rs)	(Rs)	(7+8+9) (Rs)	Towards salary (Rs)	Towards Arrear (Rs)	Total (11+12) (Rs)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	765994	110077495913	FIBIN VARGHESE T V	Assistant Professor (AGP 8000)	Salary	73000	0	12410	85410	8541		8541	
2	752896	110037552761	RAJI R	Assistant Professor (AGP 6000)	Salary	82200	0	13974	96174	9617		9617	
3	752606	110017552745	GISHA P MATHAI	Assistant Professor (AGP 7000)	Salary	82300	0	13991	96291	9629		9629	
4	747669	110035742720	Vinny Ponnath	Assistant Professor (AGP 7000)	Salary	75100	0	12427	85527	8553		8553	
5	728540	110014109481	BALAKRISHNAN P	Assistant Professor (AGP 6000)	Salary	84700	0	14399	99099	9910		9910	
6	722494	110063754111	Jai Thomas	Assistant Professor (AGP 7000)	Salary	75300	0	12801	88101	8810		8810	
7	917629	110106646916	ASWATHY P R	Assistant Professor (AGP 6000)	Salary	18320	6000	39885	64205	6421		6421	
8	904829	110146646914	RENI ANNA	Assistant	Salary	17610	6000	38720	62330	6233		6233	

Various Leave benefits like Maternity leave, Paternity Leave, encashment of un-availed Leave, Medical leave, Half-Pay leave, Duty leave, Casual leave, Loss of pay leave etc.

**FORM NO. 13
APPLICATION FOR LEAVE
(Rule 113, Part 1)**

Note: Items 1 to 16 must be filled in by all applicants whether Gezzeted or non-Gezzeted

1. Name of applicant - **JITA THOMAS**

2. Date of birth - **10/10/1983**

3. Post held - **Assistant Professor**

4. Department office and section - **Dept of Chemistry, 70900 (97700 - 182400)**

5. Pay and scale of Pay - **70900**

6. Date of entry in service - **20/12/2012**

7. Date of commencement of continuous service - **20/12/2012**

8. Whether the applicant has got confirmation in any post if so from which date and which post - **NA**

9. Address during the leave - **No 14 Hamp. Hill, Kappada (P.O) S. Bathery, Wayanad - 675542. MRD - 4234, HTP - 500**

10. House rent allowance, Conveyance Allowance or other Compensatory Allowance drawn in the present post - **-**

11. Nature and periods of leave applied for and date from which required - **Commuted leave, 4 days 1, 2, 3, 4 Nov 2019**

12. Sundays and holidays, if any, proposed to be prefixed/suffixed to leave - **5, 6 Nov 2019 Saturday & Sunday**

13. Ground on which leave is applied for - **for commuted leave sanctioned by the Government**

14. Date of return from last leave and the nature and period of that leave - **Commuted leave sanctioned by the Government on 25/11/19. Date of return 25/11/19**

15. a) I under take to refund the difference between the leave salary drawn during commuted leave and that admissible during half pay leave which would not have been admissible in the event of any retirement from service at the end of the currency of leave
b) I under take to refund the leave salary during 'leave not due' which would not have been admission had rule 85 part 1 been applied in the event of my voluntary retirement or resignation from service at any time until I earn half pay leave not less than the amount or leave not due availed of by me

16. Place **S. Bathery** Signature of the applicant (with date) date **11/11/2019**

17. Remarks and/or recommendations of the controlling officer
Signature (with date) and designation **Principal St. Mary's College**

CERTIFICATE REGARDING ADMISSIBILITY OF LEAVE
(By accountant general in the case of Gezzeted officers)

18. Certified that **4 days** (Nature of leave), For **4 days** from **1/11/19 to 4/11/19** is admissible under rule **113** of the Kerala Service rules.

19. Orders of the sanctioning authority: Signature (with date) designation **Principal St. Mary's College SULTHAN BATHERY**

Signature (with date) designation **Manager St. Mary's College SULTHAN BATHERY-673 552**

**FORM NO. 13
APPLICATION FOR LEAVE
(Rule 113, Part 1)**

Note: Items 1 to 16 must be filled in by all applicants whether Gezzeted or non-Gezzeted

1. Name of applicant - **JENITA N BABY**

2. Date of birth - **11/02/1994**

3. Post held - **Assistant Professor**

4. Department office and section - **CHEMISTRY**

5. Pay and scale of Pay - **57900 / - (182400 -**

6. Date of entry in service - **14/02/2012**

7. Date of commencement of continuous service - **14/02/2012**

8. Whether the applicant has got confirmation in any post if so from which date and which post - **-**

9. Address during the leave - **ABRAPPATTU HOUSE, KOTTALUNNY SULTHAN BATHERY - 675542.**

10. House rent allowance, Conveyance Allowance or other Compensatory Allowance drawn in the present post - **0**

11. Nature and periods of leave applied for and date from which required - **MATERNITY LEAVE 05/08/2019 to 28/01/2020**

12. Sundays and holidays, if any, proposed to be prefixed/suffixed to leave - **Saturday (05/08/2019), Sunday (09/08/19) - Suffix: 1. Program - 2019**

13. Ground on which leave is applied for - **MATERNITY LEAVE**

14. Date of return from last leave and the nature and period of that leave - **-**

15. a) I under take to refund the difference between the leave salary drawn during commuted leave and that admissible during half pay leave which would not have been admissible in the event of any retirement from service at the end of the currency of leave
b) I under take to refund the leave salary during 'leave not due' which would not have been admission had rule 85 part 1 been applied in the event of my voluntary retirement or resignation from service at any time until I earn half pay leave not less than the amount or leave not due availed of by me

16. Place **Sulthan Bathery** Signature of the applicant (with date) date **11/11/2019**

17. Remarks and/or recommendations of the controlling officer
Signature (with date) and designation **Principal St. Mary's College**

CERTIFICATE REGARDING ADMISSIBILITY OF LEAVE
(By accountant general in the case of Gezzeted officers)

18. Certified that **4 days** (Nature of leave), For **4 days** from **1/11/19 to 4/11/19** is admissible under rule **113** of the Kerala Service rules.

19. Orders of the sanctioning authority: Signature (with date) designation **Principal St. Mary's College SULTHAN BATHERY**

Signature (with date) designation **Manager St. Mary's College SULTHAN BATHERY-673 552**

Various Leave benefits like Maternity leave, Paternity Leave, encashment of un-availed Leave, Medical leave, Half-Pay leave, Duty leave, Casual leave, Loss of pay leave etc.



St. Mary's College, Sulthan Bathery

Wayanad District, Kerala, Pin - 673 592

JOINING REPORT

I, Teena N. Baby, Assistant Professor, Dept. of Chemistry (Name & Designation)
 has rejoined duty on 1/02/2023 FN/FN after MTL (nature of leave)
 for 180 days (no. of days) from 5/8/2022 to 31/1/2023
 prefixing holidays before leave: Nil
 and suffixing holidays after leave: Nil
 Note: _____

Place: Sulthan Bathery
 Date: 1/02/2023

PRINCIPAL
 COUNTERSIGNED
 ST. MARY'S COLLEGE
 S. BATHERY - 673592

Teena N. Baby
 Name & Signature



St. Mary's College, Sulthan Bathery

Wayanad District, Kerala, Pin - 673 592

JOINING REPORT

I, Jija Thomas, Assistant Professor (Name & Designation)
 has rejoined duty on 7/11/2022 FN/FN after Annual/MTL leave (nature of leave)
 for 4 days (no. of days) from 1/11/2022 to 4/11/2022
 prefixing holidays before leave: Nil
 and suffixing holidays after leave: 5/11/2022 & 6/11/2022 (Sat & Sun)
 Note: _____

Place: Sulthan Bathery
 Date: 7/11/2022

COUNTERSIGNED
 PRINCIPAL
 ST. MARY'S COLLEGE
 S. BATHERY - 673592

Jija Thomas
 Name & Signature

St. Mary's College, Sulthan Bathery

Wayanad District, Kerala, Pin - 673 592.

JOINING REPORT

I, Ramachandran K, Asst. Professor, Dept. of English
 (Name & Designation) St. Mary's College, S. Bathery, has rejoined duty on 21.3.22
 FN after Half pay Leave for 47 days from 31.01.22 to 18.3.22
 prefixing 29/01/22 & 30/01/22 and suffixing 19/3/22 & 20/3/22
Sunday Sunday Sunday Sunday

Place: S. Bathery.
 Date: 21.3.22

COUNTERSIGNED
 PRINCIPAL
 Principal ST. MARYS COLLEGE
 S. BATHERY - 673592
 (True Copy)

Ramachandran K
 Name & Signature

St. Mary's College, Sulthan Bathery

Wayanad District, Kerala, Pin - 673 592.

JOINING REPORT

I, Renjis-K. Paulose, O.A
 (Name & Designation) St. Mary's College, S. Bathery, has rejoined duty on 17.02.2022
 FN after Paternity Leave for 10 days from 07.02.22 to 16.02.22
 prefixing 06.02.2022 and suffixing Nil

Place: S. Bathery.
 Date: 17.02.2022

COUNTERSIGNED
 Principal

PRINCIPAL
 ST. MARYS COLLEGE
 S. BATHERY - 673592

Renjis-K. Paulose
 Name & Signature

Festival Allowance and Bonus.

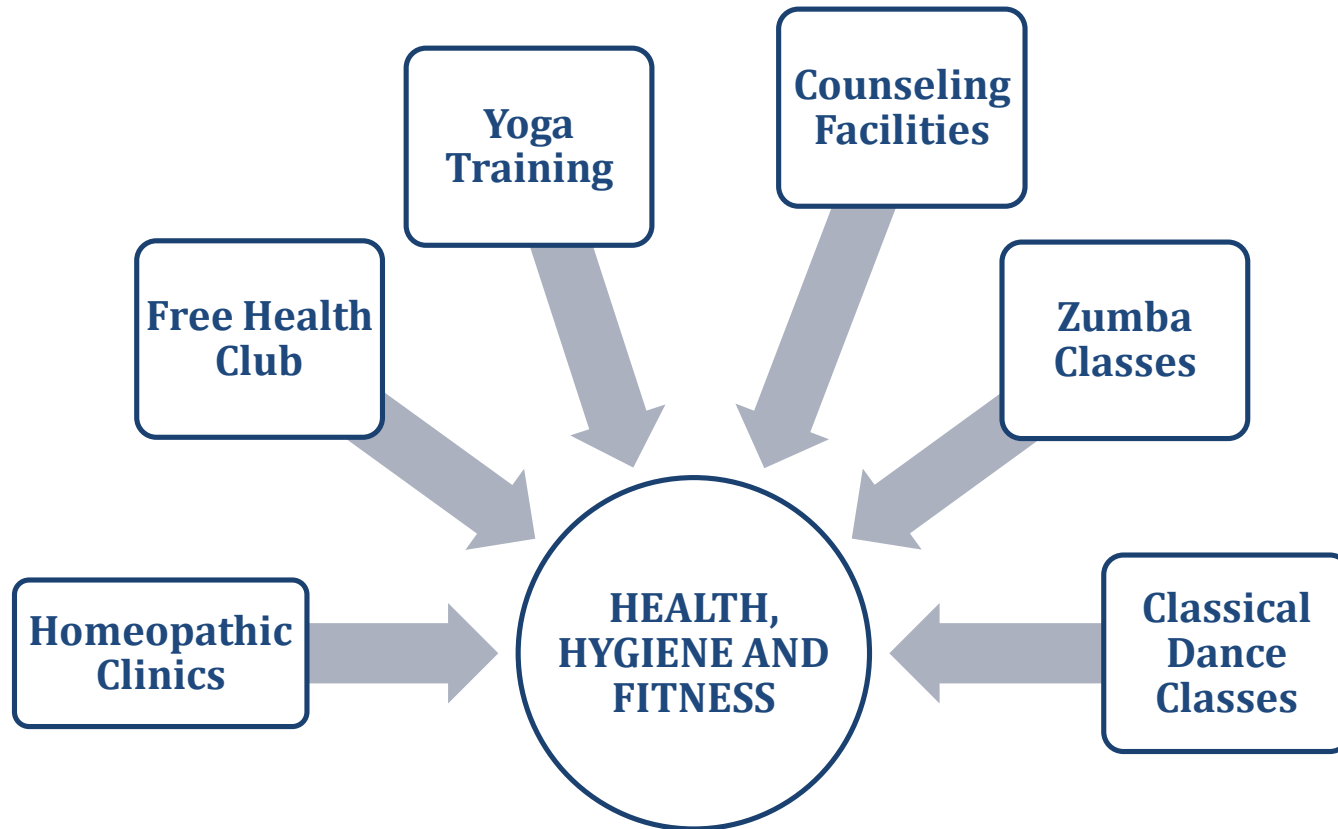
DDO Code : 1603-16A-006

Statement Showing The Festival Advance(002) Of
 Department Education (Collegiate) And Office ST MARYS COLLEGE BATHERY
 ESTABLISHMENT SALARY BILL OF TS ST MARYS COLLEGE FOR Education (Collegiate) And Office ST MARYS
 COLLEGE BATHERY for February 2023

Sl.No	PEN	Name	Acc. No	Inst No.	Amount
1	741863	Ambily C B	FestAdv092022	5	4000
2	741861	ANCOOP C MARKOSE	FestAdv092022	5	4000
3	720275	ARUN KUMAR T T	FestAdv092022	5	4000
4	486664	Bhagyaaraj C	FestAdv092022	5	4000
5	741867	Elizabeth Varghese M	FestAdv092022	5	4000
6	813376	GANESH R	FestAdv092022	5	4000
7	673439	George Mathew	FestAdv092022	5	4000
8	868817	HARISH K V	FestAdv092022	5	4000
9	470136	James Joseph	FestAdv092022	5	4000
10	684230	Jayesh George Joseph	FestAdv092022	5	4000
11	720497	Jija Thomas	FestAdv092022	5	4000
12	843388	JINS N B	FestAdv092022	5	4000
13	799434	JORY N G	FestAdv092022	5	4000
14	813381	LINJIYA S	FestAdv092022	5	4000
15	673425	Misha T Elias	FestAdv092022	5	4000
16	470124	Nirmala K N	FestAdv092022	5	4000
17	766004	PRAMOD K S	FestAdv092022	5	4000
18	752896	RAJI R	FestAdv092022	5	4000
19	684113	Shibina T	FestAdv092022	5	4000
20	673440	Soumya T Joseph	FestAdv092022	5	4000
21	684204	sreejith C S	FestAdv092022	5	4000
22	799429	SUNIL JOHNY	FestAdv092022	5	4000
23	720272	WILSON M A	FestAdv092022	5	4000
				Total	92000

Rupess: Ninety Two Thousand
05/03/2023

HEALTH, HYGIENE AND FITNESS



Homeopathic Clinics



Free medical checkups and medicine distribution by Homeopathic Clinics run by AYUSH Department, managed by two doctors and allied staff.

Homeopathic Clinics



Free medical checkups and medicine distribution by Homeopathic Clinics run by AYUSH Department, managed by two doctors and allied staff.

Free Health Club



Free Health Club and Yoga Training by the AYUSH Department.

Yoga Training



Free Health Club and Yoga Training by the AYUSH Department.

Counseling Facilities



Free Health Club and Yoga Training by the AYUSH Department.

Zumba & Classical Dance Classes



Zumba & Classical Dance Classes



Zumba & Classical Dance Classes



Zumba & Classical Dance Classes



MONETARY BENEFITS

Interest free loans and monetary support to the teaching and non-teaching faculty members.

[View Details](#)

Salary advanced for guest and permanent faculty members awaiting government approval.

[View Details](#)

PROFESSIONAL INCENTIVES



Incentives and rewards for Academic Excellence

PROFESSIONAL INCENTIVES



Incentives and rewards for Academic Excellence

PROFESSIONAL INCENTIVES



Incentives and rewards for Academic Excellence

PROFESSIONAL INCENTIVES



Incentives and rewards for Academic Excellence

PROFESSIONAL INCENTIVES



Incentives and rewards for Academic Excellence

PROFESSIONAL INCENTIVES



Computers, laboratories and dedicated space for research.

MISCELLANEOUS

- Daycare Facilities
- Active staff club
- Celebrations of festivals
- Active programs for retired staff
- Cafeteria
- Cooperative-store
- Subsidized Hostel facilities.
- Free uniforms
- Designated Parking

Daycare Facilities



Active staff club



Active staff club



Active staff club



Active staff club



Celebrations of festivals



Celebrations of festivals



Celebrations of festivals



Active programs for retired staff



Cooperative-store



Free uniforms



Parking



PERFORMANCE APPRAISAL SYSTEM

PERFORMANCE APPRAISAL SYSTEM

Academic Administrative Audit (AAA)

Self-Appraisal Report (SAR)

Student's Assessment of Teachers

Feedback for Non-Teaching Staff

Academic Administrative Audit (AAA)

Conducts Academic and Administrative Audit annually under the coordinator ship of an internal committee which is then forwarded to the Principal

[View Details](#)

Self-Appraisal Report (SAR)

IQAC Initiated SAR by forwarding Google Forms to Faculty Members and Personal Appraisal in Done by the Principal

[Sample Questionnaire For SAR](#)

Feedback for Non-Teaching Staff

Every Academic Year Feedbacks are collected from students on the Office

[Feedback Report](#)

Student's Assessment of Teachers

Every Academic Year Feedbacks are collected from students on the Teaching Learning Process

[Feedback Report](#)