



Om Vidyalankar Shikshan Sanstha's

2578 2467 | 2579 3120  
Fax : 022 2578 2466

## ASMITA COLLEGE OF LAW

Affiliated to the University of Mumbai and Approved by the Bar Council of India

E-mail : [asmitacollegeoflaw@gmail.com](mailto:asmitacollegeoflaw@gmail.com) Website: [www.asmitacollegeoflaw.com](http://www.asmitacollegeoflaw.com)

Asmita College Chowk, Kannamwar Nagar 2, Vikhroli(E), Mumbai 400 083

### 6.3.1: welfare provision policy of the college

#### **The institution has effective welfare measures for teaching and non-teaching staff**

Response: The College Management is dedicated to provide a sense of job satisfaction to all its staff members, teaching as well as non-teaching, by implementing a range of welfare initiatives. A few examples of these measures include:

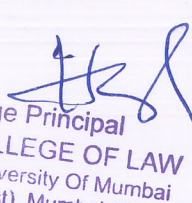
#### **Welfare Measures for Teaching Staff:**

Welfare measures for teaching staff are crucial for creating a positive work environment and ensuring their well-being. Some common welfare measures for teaching staff in educational institutions like law colleges include:

- **Leave Policies:** Offering adequate leave benefits, such as sick leave, maternity/paternity leave, can help teachers manage personal and professional responsibilities.
- Special Corona Leave have also been provided to the teachers who have been detected corona positive
- **Professional Development:** Supporting teachers' continuous learning and professional growth through workshops, seminars, and conferences can enhance their teaching skills and job satisfaction.
- **Recreational Facilities:** Providing access to recreational facilities such as sports, gyms can help teachers relax and maintain a healthy work-life balance.
- **Recognition and Rewards:** Recognizing and rewarding outstanding performance through awards, promotions can motivate teaching staff and enhance job satisfaction.
- **Counseling and Support Services:** Offering counseling services or employee assistance programs can help teachers deal with personal or professional challenges.
- **Safety and Security Measures:** Ensuring a safe and secure work environment through measures such as security personnel, CCTV cameras, and emergency response systems can enhance the well-being of teaching staff.

Implementing these welfare measures can contribute to a positive work culture, improve job satisfaction, and enhance the overall quality of education in law college.

#### **Welfare Measures for Non-teaching Staff:**

  
Incharge Principal  
ASMITA COLLEGE OF LAW  
Affiliated To University Of Mumbai  
Vikhroli (East), Mumbai-83.







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Welfare measures for non-teaching staff are essential for creating a supportive work environment and ensuring their well-being. Some common welfare measures for non-teaching staff in educational institutions like law colleges include:

- **Leave Policies:** Offering adequate leave benefits, such as sick leave, maternity/paternity leave, and compassionate leave, can help non-teaching staff manage personal and family responsibilities.
  - Special Corona Leave have also been provided to the teachers who have been detected corona positive
- **Training and Development:** Offering training programs and workshops to enhance their skills and knowledge can improve the efficiency and effectiveness of non-teaching staff.
- **Recognition and Rewards:** Recognizing and rewarding outstanding performance through awards, or promotions can motivate non-teaching staff and enhance job satisfaction.
- **Recreational Facilities:** Providing access to recreational facilities such as sports, gyms, can help non-teaching staff relax and maintain a healthy work-life balance. Facility of 24 hour power back-up, Workspace, Computing facility, Canteen, Identity cards & Bank etc
- **Safety and Security Measures.** Ensuring a safe and secure work environment through measures such as security personnel, CCTV cameras, and emergency response systems can enhance the well-being of non-teaching staff.
- **Counseling and Support Services:** Offering counseling services or employee assistance programs can help non-teaching staff deal with personal or professional challenges.
- **Career Development Opportunities:** Providing opportunities for career advancement and professional growth can help non-teaching staff develop their skills and progress in their careers.


Grievance Redressal Cell to address the issues and grievances of the faculty & staff

- During financial or some personal or social crisis of a staffer, the entire staff have always extended a helping hand
- The members of the institution stand by one another like the members of a family in the times of difficulty

### Welfare Measures for Teaching Staff and Non-teaching Staff:

- Birthday of all members of teaching staff and non-teaching staff is celebrated in the College.
- Students eligible to work in office are given employment in the College as per the need.
- Teaching and non-teaching staff participates in the cultural and sports activities organised by the College.
- Festivals like Independence Day, Republic Day, Gandhi Jayanti etc. are celebrated together as a family by all staff members.
- Hygienic canteen facility is provided to staff members and students at a highly subsidised rate.

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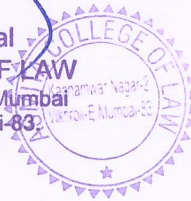
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- College gymkhana and gymnasium are permitted for use by the staff members.
- Special Corona Leave have also been provided to the teachers who have been detected corona positive
- Yoga sessions and recreation facility for faculty & staff
- Internet & Wi-Fi facility to the faculty & staff inside the Institute campus.
- Grievance Redressal Cell to address the issues and grievances of the faculty & staff.
- There are some unregistered Financial Societies run by the faculties that provide loans to the members against nominal interest and without much paper work formalities.

Incharge Principal  
ASMITA COLLEGE OF LAW  
Affiliated To University Of Mumbai  
Kannamwar Nagar-2  
Vikhroli (East), Mumbai-83





rovidend Fund (Unaided)

Particulars

1-Apr-21 to

Vch Type	Vch No.	Debit
Payment	118	3,034.00
Payment	179	3,960.00
Payment	223	3,960.00
Payment	299	3,960.00
Payment	362	3,960.00
Payment	454	3,960.00
Payment	530	3,960.00
Payment	597	3,960.00
Payment	675	1,560.00
Payment	756	1,560.00

Sbi Cap A/c 36102090607  
 Sbi Cap A/c 36102090607  
 Sbi Cap A/c 36102090607  
 SBI Salary 34698409925  
 SBI Salary 34698409925  
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Incharge Principal  
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 Affiliated To University Of Mumbai  
 Vikhroli (East), Mumbai-83.



Opening Balance :  
 Current Total : 33,874.00  
 Closing Balance : 33,874.00



rovident Fund

1-Apr-22 to :

Particulars	Vch Type	Vch No.	Debit
Salary A/c 34698409925	Payment	172	1,410.00
Salary A/c 34698409925	Payment	215	1,330.00
Salary A/c 34698409925	Payment	349	1,245.00
Salary A/c 34698409925	Payment	448	1,245.00
Salary A/c 34698409925	Payment	506	1,095.00
Salary A/c 34698409925	Payment	580	1,005.00
Salary A/c 34698409925	Payment	707	8,265.00
Salary A/c 34698409925	Payment	804	11,977.00
Salary A/c 34698409925	Payment	877	29,401.00

Incharge Principal  
**ASMITA COLLEGE OF LAW**  
 Affiliated To University Of Mumbai  
 Vikhroli (East), Mumbai-63.



Opening Balance : 56,973.00  
 Current Total :  
 Closing Balance : 54,973.00

Providend Fund (Unaided)

1-Apr-21 to :

Particulars	Vch Type	Vch No.	Debit
Sbi Cap A/c 36102090607	Payment	118	3,034.00
Sbi Cap A/c 36102090607	Payment	179	3,960.00
Sbi Cap A/c 36102090607	Payment	223	3,960.00
SBI Salary 34698409925	Payment	299	3,960.00
SBI Salary 34698409925	Payment	362	3,960.00
SBI Salary 34698409925	Payment	454	3,960.00
SBI Salary 34698409925	Payment	530	3,960.00
SBI Salary 34698409925	Payment	597	3,960.00
SBI Salary 34698409925	Payment	675	1,560.00
SBI Salary 34698409925	Payment	756	1,560.00



Opening Balance : 33,874.00  
 Current Total : 33,874.00  
 Closing Balance : 33,874.00



Provident Fund

1-Apr-22 to 3

Particulars	Vch Type	Vch No.	Debit
Salary A/c 34698409925	Payment	172	1,410.00
Salary A/c 34698409925	Payment	215	1,330.00
Salary A/c 34698409925	Payment	349	1,245.00
Salary A/c 34698409925	Payment	448	1,245.00
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 Vikhroli (East), Mumbai-83.

Opening Balance :  
 Current Total : 56,973.00  
 Closing Balance : 54,973.00

**Asmita College of Law 22-23**  
**Diwali Bonus**  
 Ledger Account

1-Apr-22 to 31-Mar-23

Date	Particulars	Vch T /pe	Vch No.	Debit	Credit
20-Oct-22 To	Salary A/c 34698409925	Payment	466	1500.00	
				20-Oct-22	
				20-Oct-22	
				20-Oct-22	
				20-Oct-22	
20-Oct-22 To	Salary A/c 34698409925	Payment	471	1500.00	
20-Oct-22 To	Salary A/c 34698409925	Payment	472	1500.00	
20-Oct-22 To	Salary A/c 34698409925	Payment	473	1000.00	
20-Oct-22 To	Salary A/c 34698409925	Payment	474	1000.00	
20-Oct-22 To	Salary A/c 34698409925	Payment	475	1000.00	
20-Oct-22 To	Salary A/c 34698409925	Payment	476	1000.00	
20-Oct-22 To	Salary A/c 34698409925	Payment	477	1500.00	
20-Oct-22 To	Salary A/c 34698409925	Payment	478	1000.00	
21-Oct-22 To	Salary A/c 34698409925	Payment	480	1000.00	
21-Oct-22 To	Salary A/c 34698409925	Payment	481	1000.00	
22-Oct-22 To	Salary A/c 34698409925	Payment	484	1000.00	
				19500.00	
By	Closing Balance				19500.00
				19500.00	



*Handwritten Signature*  
 Incharge Principal  
 ASMITA COLLEGE OF LAW  
 Affiliated To University Of Mumbai  
 Vikhroli (East), Mumbai-83.



# ASMITA COLLEGE OF LAW

Vikhroli (East)

Ref.: No. \_\_\_\_\_

## LEAVE APPLICATION FORM - LAW COLLEGE Teaching / Non Teaching

1. NAME OF THE EMPLOYEE : Mrs. Snehaal P. Jadhav.
2. DESIGNATION : Sr. clerk
3. FULL TIME/PART TIME /C.H.B.: Full time  
(ONLY FOR LECTURERS)
4. FACULTY : \_\_\_\_\_  
\_\_\_\_\_ Day, On \_\_\_\_\_
5. LEAVE APPLIED FOR : 7mnt. Day (s) FORM 20/2/22 TO 01/10/2022
6. NATURE OF LEAVE : CASUAL /PRIVILEGE/SICK/DUTY
7. REASON FOR LEAVE : Maternity leave.
8. ADDRESS : \_\_\_\_\_  
(ONLY IN CASE OF DUTY LEAVE)  
\_\_\_\_\_  
\_\_\_\_\_

DATE :

Signature of Applicant

Leave Applied for: \_\_\_\_\_ Leave Sanctioned for \_\_\_\_\_

Recommended by : \_\_\_\_\_ Sectioned by : \_\_\_\_\_

# ASMITA COLLEGE OF LAW

Vikhroli (East)

Ref.: No. \_\_\_\_\_

## LEAVE APPLICATION FORM - LAW COLLEGE Teaching / Non Teaching

1. NAME OF THE EMPLOYEE : Deepa Prasad Ingawale
2. DESIGNATION : Library Clerk
3. FULL TIME/PART TIME /C.H.B.: Full Time  
(ONLY FOR LECTURERS)
4. FACULTY : \_\_\_\_\_  
\_\_\_\_\_ Day, On \_\_\_\_\_
5. LEAVE APPLIED FOR : 3 month Day (s) FROM 5/12/18 TO 27/02/2019
6. NATURE OF LEAVE : CASUAL /PRIVILEGE/SICK/DUTY
7. REASON FOR LEAVE : Medical reason
8. ADDRESS : \_\_\_\_\_  
(ONLY IN CASE OF DUTY LEAVE)  
\_\_\_\_\_  
\_\_\_\_\_

DATE :

Ingawale  
Signature of Applicant

Leave Applied for: \_\_\_\_\_ Leave Sanctioned for \_\_\_\_\_

Recommended by : \_\_\_\_\_ Sectioned by : \_\_\_\_\_



# ASMITA COLLEGE OF LAW

Vikhroli (East)

Ref.: No. \_\_\_\_\_

## LEAVE APPLICATION FORM - LAW COLLEGE Teaching / Non Teaching

1. NAME OF THE EMPLOYEE : Mrs. Rashmi Abhijeet Bhobaskar

2. DESIGNATION : Jr. clerk

3. FULL TIME/PART TIME /C.H.B.: Full Time  
(ONLY FOR LECTURERS)

4. FACULTY : \_\_\_\_\_

\_\_\_\_\_ Day, On \_\_\_\_\_

5. LEAVE APPLIED FOR : \_\_\_\_\_ Day (s) FORM 24/8/2018 TO 28/2/2019

6. NATURE OF LEAVE : CASUAL /PRIVILEGE/SICK/DUTY

7. REASON FOR LEAVE : Maternity Leave

ADDRESS : \_\_\_\_\_  
(ONLY IN CASE OF DUTY LEAVE)

DATE : 21/8/2018

R.A. Bhobaskar  
Signature of Applicant

Leave Applied for: \_\_\_\_\_ Leave Sanctioned for \_\_\_\_\_

Recommended by : \_\_\_\_\_ Sectioned by : \_\_\_\_\_



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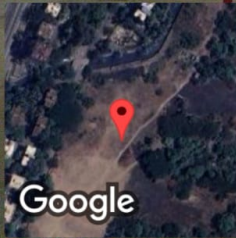
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 **GPS Map Camera**



**Mumbai, Maharashtra, India**

Asmita College Of Law, Kannamwar Nagar II, Vikhroli, Mumbai, Maharashtra

400083, India

Lat 19.110263°

Long 72.934529°

27/02/24 01:54 PM GMT +05:30





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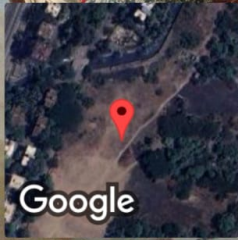
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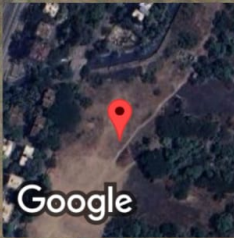
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Google

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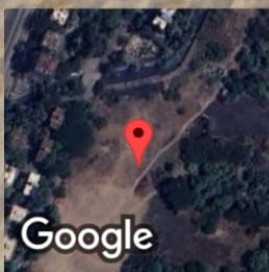
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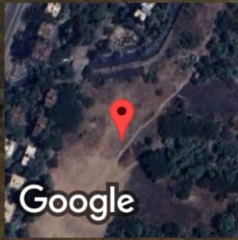
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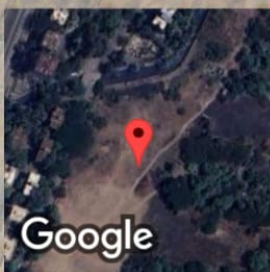
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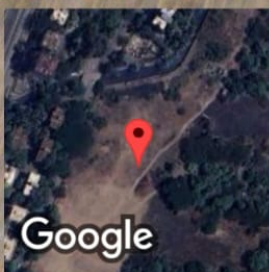
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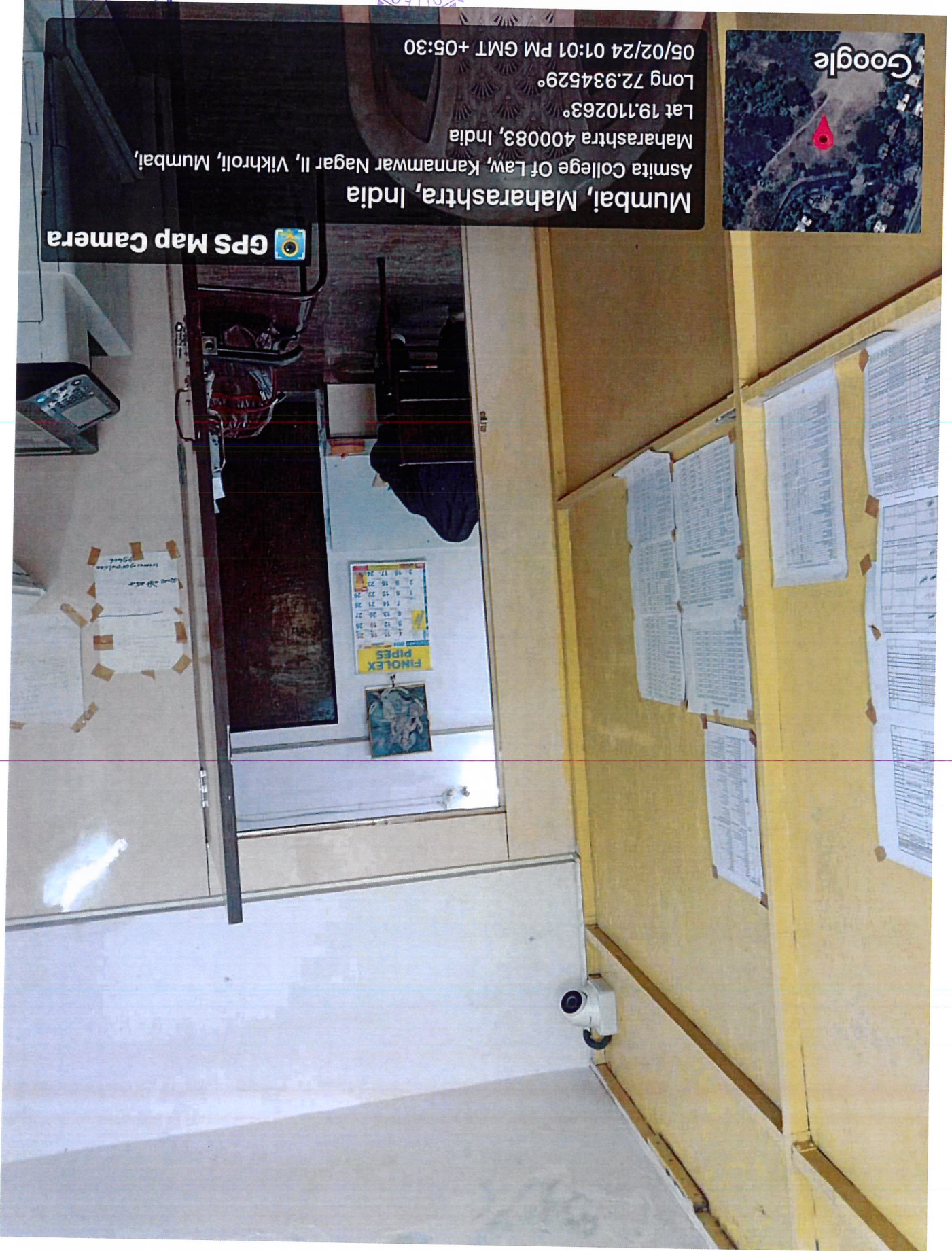


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