



National College for Teacher Education

(NAAC Accredited with 'B' Grade)

Iqbal Square, Meprathupady, Vengola, Perumbavoor, Ernakulam - 683 556

KEY INDICATOR

CRITERION 6 - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.3 FACULTY EMPOWERMENT STRATEGIES

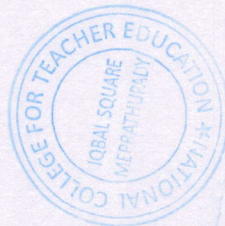
METRIC 6.3.1

Effective implementation of welfare measures for teaching and non-teaching staff is in place

LIST OF WELFARE MEASURES PROVIDED BY THE INSTITUTION WITH SEAL AND SIGNATURE OF THE PRINCIPAL

Affidavit

I do hereby certify that, all pages in this document are duly authenticated by me, under my privilege as the Head of the institution of National College for Teacher Education, Vengola, Ernakulam, Kerala



Dr. N. SETHU MADHAVAN
PRINCIPAL
NATIONAL COLLEGE FOR TEACHER EDUCATION
IQBAL SQUARE, MEPRATHUPADY
VENGOLA, PERUMBAVOOR - 683 556

Tel : 0484 2522583, 0484 2525603

E-mail : nationalcollege09@gmail.com, Website : www.nationalcollege.edu.in

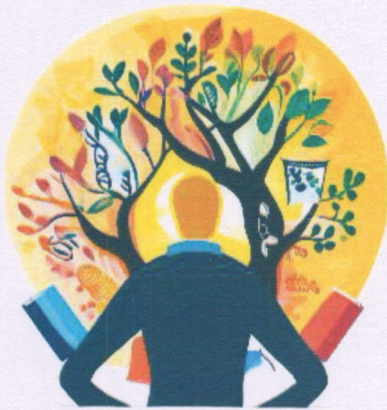


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LIST OF WELFARE MEASURES PROVIDED TO TEACHING AND NON-TEACHING STAFF OF NATIONAL COLLEGE FOR TEACHER EDUCATION, VENGOLA



Professional Development Opportunities

- Duty Leave: Time off to engage in professional development activities.
- Faculty Development Programs: Regular programs to enhance teaching and research capabilities.
- Online Learning Platforms: Access to premium online courses and certifications.
- Professional Networking Opportunities: Platforms and events to connect with industry professionals and peers.



Financial Assistance and Support

- Financial Assistance: Support for attending seminars, workshops, and conferences.
- Research Funding: Support for initiating and conducting research projects.
- Publication Support: Financial assistance for publishing research in academic journals.

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- Professional Memberships: Coverage for memberships in professional organizations and associations.



Personal and Family Support

- Residential Facilities: Separate accommodation for male and female staff.
- Medical Benefits: Healthcare support for staff.
- Loan Facility: Financial assistance for staff needs (Salary advance).
- Maternity Leave: Support for new mothers.
- Inclusive Facilities: Restroom and prayer room facilities.
- On-site Childcare: Day-care facilities at Light Mount kindergarten on the campus.
- Employee Assistance Program: Counselling services and support for personal and professional challenges.
- Financial Security: Provident fund and insurance schemes, vacation salary.
- AIMNET Scholarship: Fee concession and scholarship for the children of staff studying in sister concerns.

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Health and Wellness

- Wellness Programs: Regular health and wellness programs, including fitness classes and health screenings.
- Recreational Facilities: On-campus recreational amenities such as a gym, sports facilities, and relaxation spaces.
- Workplace Ergonomics: Ergonomically designed workspaces and furniture to enhance comfort and prevent strain.



Essential Resources and Facilities

- Essential Resources: Stationery and books for work-related tasks.
- Digital Infrastructure: Free internet access for research and communication, printing facility and computers for faculty.
- Administrative Support: Secretarial assistance for research activities.
- Academic Resources: Library facilities and free printing services.

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- Transport Facilities: Subsidized or organized transportation options to ease commuting challenges.



Recognition and Rewards

- Recognition of Achievements:
Acknowledgment of staff accomplishments.
- Farewell: For the staff leaving institution for higher education, professional growth, due to retirement etc.



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6.3 FACULTY EMPOWERMENT STRATEGIES

METRIC 6.3.1

Effective implementation of welfare measures for teaching and non-teaching staff is in place

LIST OF BENEFICIARIES OF WELFARE MEASURES PROVIDED BY THE INSTITUTION WITH SEAL AND SIGNATURE OF THE PRINCIPAL

Affidavit

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LIST OF BENEFICIARIES FOR VARIOUS STAFF WELFARE MEASURES PROVIDED BY THE INSTITUTION

Sl. No	Particulars	Name of Beneficiary	Category	Year	Remarks
1	Residential Facilities	Mr. Jayakrishnan P V	Teaching	2005-Present	Accommodation Provided Outside The Campus
		Ms. Saranyadevi	Teaching	2022-Present	Accommodation Provided In The College Hostel
		Mr Sreekuttan	Teaching	2019-2021	Accommodation Provided Outside The Campus
		Ms. Subha R Kurup	Teaching	2012-2021	Accommodation Provided In The College Hostel
		Ms. Sreeja V	Teaching	2022 (5 Months)	Accommodation Provided In The College Hostel
2	Medical Benefits (ESI)	All	Teaching & Non Teaching	2022 Onwards	
3	Provident Fund	All	Teaching & Non Teaching	2014 Onwards	



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SATHU MADHAVAN
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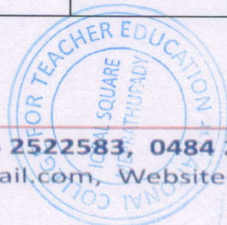
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4	On-Site Child Care	Ms. Smitha Kunjappan	Teaching	2022-2023	Child Provided Care At Light Mount Kinder Garten Inside The Campus
		Ms. Rajeswary K V	Teaching	2021-2023	
		Dr. Benazir O A	Teaching	2022 (5 Months)	
		Ms. Anjaly R	Teaching	2022-2023	
5	Digital Infrastructure	Mr. Jayakrishnan P V	Teaching		Provided Laptop
		Dr. N. Sethumadhavan	Teaching	2022-Present	Provided Laptop
		All	Teaching & Non Teaching		Wifi Facility
6	Transport Facilities	Mr. Jayakrishnan P V	Teaching	2019-Present	Car Pooling Facility
7	Recognition Of Achievements	Ms. Rosna Francis	Teaching	2023	Honoured With Memento For Being Admitted For Ph.D. @ Kerala University
		Dr. Arun T Ram	Teaching	2023	Honoured With Memento For Being Awarded Ph.D. From Calicut University

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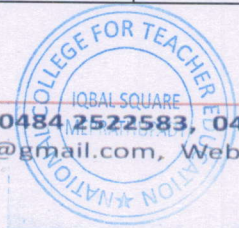
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		Dr. Benazir O A	Teaching	2022	honoured For Being Awarded Ph.D. From Mg University
8	Recognition For Outstanding Performance	Mr. Jayakrishnan P V	Teaching	2020-2021 Academic Year	
		Ms Neena Thankappan	Teaching	2020-2021 Academic Year	
		Mr. Sanjeev V	Teaching	2020-2021 Academic Year	
		Ms. Shainy Benny	Non Teaching Staff		
9	Travel Allowance	All	Teaching & Non Teaching		Provided Allowance For Various Travel Made For Academic And Administrative Purpose
10	Refreshment	All	Teaching & Non Teaching	2014 Onwards	Evening Tea Provided

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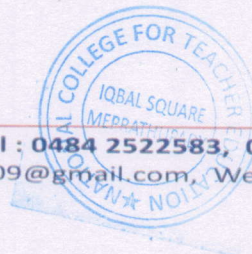


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11	Recreational Activities	All	Teaching & Non Teaching	Every year	Various Activities For Recreation
12	Maternity Leave	Ms. Subha R Kurup	Teaching		
		Ms. Neena Thankappan	Teaching		
13	Duty Leave	All	Teaching	Every year	Provided Paid Leave For Meeting Academic And Administrative Needs
		All	Non Teaching	Every year	Provided Paid Leave For Attending Workshops, Conferences Etc
14	Faculty Development Programmes	All	Teaching & Non Teaching	Every year	
15	Salary Advance	Ms. Thankamani C A	Non Teaching		
		Ms. Sheeba Prasad	Non Teaching		
16	AIMNET Scholarship for children of	Ms. Fouziya Sadhik	Non Teaching	2021 onwards	AIMNET scholarship provided to son



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H. GETHUJEEBHARAN
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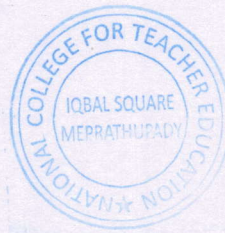


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	staff study in the Institution				studying at National School
		Mr. Muhemmedali	Non Teaching		AIMNET scholarship provided to grandchildren studying at National School
17	Salary Increment	All	Teaching and Non Teaching		Increment provided
18	Financial Assistance	Mr. Jayakrishnan P V	Teaching		Fund provided for attending various workshop, seminar, conferences etc. for professional development
		Ms.Chinnu T P	Teaching		
		Dr. N Sethumadhavan	Teaching		
		Dr. Achamma P Mathew	Teaching		
		Ms.Sreeja V	Teaching		
		Dr. Arun T Ram	Teaching		



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ANY ADDITIONAL INFORMATION

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SUPPORT FOR ATTENDING WORKSHOP

National College
FOR TEACHER EDUCATION
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No. _____ Date 13/12/2022

Name of Account _____

Name of the payee Arun T. Ram

Particulars	Rs.	Ps.
<u>For Registration fee for participating a Seminar (5 days) 13/12/2022 to 20/12/2022</u>	<u>500/-</u>	
TOTAL	500/-	

Rupees Five hundred only

Passed for payment _____ Signature of the payee _____

National College
FOR TEACHER EDUCATION
Iqbal Square, Vengola, Perumbavoor - 683 556

No. _____ Date 23/12/2022

Name of Account _____

Name of the payee Arun T. Ram

Particulars	Rs.	Ps.
<u>Research Methodology Workshop (5 days) from 14/12/2022 to 20/12/2022 (except 17/12/2022) 250/day $\Rightarrow 250 \times 5 = 1250/-$</u>	<u>1250/-</u>	
TOTAL	1250/-	

Rupees One thousand and two fifty only

Passed for payment _____ Signature of the payee _____



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EXTRA SALARY FOR STAFF

403

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No. **VOUCHER** Date 20/3/21

Name of Account..... Extra Salary

Name of Payee..... Jayakrishnan P.V

Particulars	Rs.	Ps.
Extra salary for the month of february 21	1500	00
TOTAL	1500	00

Rupee..... one thousand five hundred only

Passed for payment. Signature of the payee [Signature]

403

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No. **VOUCHER** Date 18/03/21


Name of Account..... Extra salary

Name of Payee..... V-Sanjeev

Particulars	Rs.	Ps.
exha salary. Feb.	1500/-	
TOTAL	1500/-	

Rupee..... one thousand five hundred only

Passed for payment. Signature of the payee [Signature]



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403

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No. _____

Name of Account..... Extra salary Date... 15/03/21

Name of Payee..... Neena Thankappan

VOUCHER

Particulars	Rs.	Ps.
<u>Extra salary</u>	<u>1500</u>	
TOTAL	<u>1500</u>	

Rupee... One thousand and five hundred only

Passed for payment. Signature of the payee Neena

FOOD AND REFRESHMENTS

401 400

**National College
FOR TEACHER EDUCATION**
Iqbal Square, Vengola, Perumbavoor - 683 556

No. _____

Name of Account..... Staff Welfare Date... 25/02/21

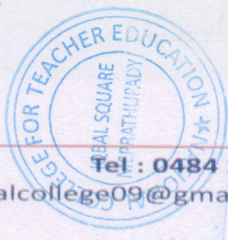
Name of Payee..... Hotel urgent Perumbavoor

VOUCHER

Particulars	Rs.	Ps.
<u>Fuel</u>		
TOTAL	<u>2000</u>	-

Rupee... Two thousand and two hundred only

Passed for payment. Signature of the payee [Signature]



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FAREWELL TO STAFF FOR HIGHER STUDIES

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No. _____ Date 03-04-23

VOUCHER

Name of Account Staff Welfare

Name of the payee Chmes.c.p

Particulars	Rs.	Ps.
<u>204712 from 24002</u>	<u>750/-</u>	
<u>Memento & Sweets purchasing for Rana Miss</u>	<u>920</u>	
Rupees <u>nine hundred and twenty only</u>	TOTAL	

Passed for payment _____ Signature of the payee _____

HONORING STAFF FOR ACHIEVING PhD

National College
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No. _____ Date 24.1.1.2022

VOUCHER

Name of Account Staff Welfare

Name of the payee Mohammad Ali

Particulars	Rs.	Ps.
<u>Memento</u>	<u>500</u>	
<u>Arun T Ram (Doctorate)</u>	<u>1</u>	
Rupees <u>Five hundred only</u>	TOTAL	<u>500</u>

Passed for payment _____ Signature of the payee _____



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FOOD TO TEACHING STAFF STAYING AT HOSTEL

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No. **24002** Date **16/9/23**

VOUCHER

Name of Account **Hostel maintenance**

Name of the payee **Hostel Ugent**

Particulars	Rs.	Ps.
Saranya teacher's mess fee (Hostel Warden) month of August 23	2100	-
cheque No. 201730/24002		
Rupees Two thousand and one hundred only	TOTAL	2100 -

Passed for payment *[Signature]* 20/9/23

Signature of the payee *[Signature]*

STAFF ACCOMODATION

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No. **11.02.2024** Date **11.02.2024**

VOUCHER

Name of Account **Rent**

Name of the payee **Ramachandran**

Particulars	Rs.	Ps.
Staff Quarters Rent for the month of January - 2024.	4000	-
ch - No. 72002702/7991		
Rupees Four thousand only	TOTAL	4000 -

Passed for payment *[Signature]* 24/01/24

Signature of the payee *[Signature]*



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TEACHING PRACTICE OBSERVATION EXPENSE REIMBURSEMENT

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VOUCHER Date 4/1/22

Account: Practise teaching

Payee: Tolly K. Mathrose Car No: KLO2BU 6533

Particulars	Rs.	Ps.
Taxi for school visiting provided and co-ordinator <u>62 km</u>	1600/-	
<u>one thousand six hundred only</u>	TOTAL 1600/-	

for payment. Signature of the payee

STATIONERY FOR STAFF

VIN : 32ATQPP5717J129 Tel : 94963 40040

Composition taxable person not eligible to collect tax. **VICTORY STORES**
POST OFFICE ROAD, PERUMBAVOOR - 683 542

BILL OF SUPPLY

Invoice Number: 4940 State : Kerala

Date of Issue: 22.2.22 State Code : 32

Bill to Party: National College Ship to Party

Name: National College Name:

Address: National College Address:

GSTIN / UIN : State: Kerala State Code: 32 GSTIN / UIN : State: State Code:

Sl. No.	Production Description	HSN Code	UOM	Qty.	Rate	Amount	Discount	Value of Supply
	<u>Notice Board Pin</u>	✓		<u>1PK</u>				<u>40</u>
	<u>Pen</u>	✓		<u>3PK</u>				<u>120</u>
	<u>Permanent Markers</u>	✓		<u>1PK</u>				<u>25</u>
	<u>Paper File</u>	✓		<u>2PK</u>				<u>400</u>
	<u>Board Luster</u>	✓		<u>15PK</u>				<u>750</u>
	<u>Printing Paper</u>	✓		<u>2PK</u>				<u>1340</u>
	<u>Black File</u>	✓		<u>1PK</u>				<u>100</u>
TOTAL								<u>2775</u>

Total Invoice Amount in Words: Two thousand seven hundred and seventy five only

BANK DETAILS
Bank Account Number : 015600710098195001
Bank Branch IFSC: Catholic Syrian Bank, Perumbavoor(156) IFSC : CSBK0000156

TERMS AND CONDITIONS Common Seal

Certified that the particulars given above are true and correct.
For **VICTORY STORES**
Authorized Signatory



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