



Success... through
quality education !

H. J. Thim Trust's

Theem College of Engineering

Approved by AICTE (New Delhi), Government of Maharashtra & DTE

Affiliated to University of Mumbai & MSBTE

"A NAAC Accredited Institute"

Village Betegaon, Boisar Chilhar Road, Boisar (East), Tal. & Dist. Palghar - 401 501.

Tel.: 7769916109 ● Telefax : (02525) 284 927 ● Email : info@theemcoe.org ● Website : www.theemcoe.org

Ref. No: TCE/EST/2023-24/105/6.3.1

Date : 07/10/2023

Welfare measures for teaching and non-teaching staff

Subject: Welfare measures for teaching and non-teaching staff

Reference: 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff.

The institute has effective welfare measures for teaching and non-teaching staff. The institute follows the recommendations/rules and regulations of AICTE, DTE, and Mumbai University.

The documents enclosed here shows the same.

Detailed documents are available at the Institute.



[Signature]
Dr. Riyazoddin S.
(Principal)

Enclosure:

i) Institute Policy

Admn. Office : 310, Yusuf Building, Veer Nariman Road, Fort, Mumbai - 400 023.

Tel.: 2204 6903 ● Telefax : 2283 9850



H. J. THIM TRUST'S
THEEM COLLEGE OF ENGINEERING, BOISAR
Approved By AICTE (New Delhi) Government of Maharashtra & DTE
Affiliated To University of Mumbai

Village Betegaon, Near Union Park, Boisar Chilhar Road, Boisar (E), Tal.-Dist.-Palghar, 401501. Tel: - (02525) 284909 / 284926,
•Telefax : (02525) 284 927 •Email ID : info@theemcoe.org •Website : www.theemcoe.org

Institute Welfare Policies for Teaching and Non-Teaching Staff

1. Faculty Empowerment Policy:

- P.F: Exists as per government Norms, equally shared by institute and staff.
- Gratuity: Exists as per government Norms. All the necessary provisions are made for financial containments by institute.
- MLWF: Exists as per guidelines by Government of Maharashtra.

2. Working Hours:

- As per norms of Mumbai University.

3. Leave policy:

- Number of CL: As per Norms
- Medical Leave: As per Norms
- Earned Leave: EL exists for non-teaching staff 30 days per annum.
EL conversion from Vacation to EL is in 3:1. Ratio.

4. Pay policy:

- VIth Pay scale, to Faculty/Staff as per the university norms
- Different slabs for 2 yrs., 4 yrs. and 6 yrs. experiences, to avoid disparity amongst staff selected in different time periods.

5. Increment Policy: Uniform/Feedback based or both / Self Appraisal

6. Motivational Policy:

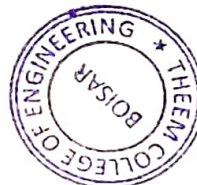
- Financial assistance like fees, processing charges, TA/DA, in part or in some cases full for STTP/Training/workshop/conferences/ Paper presentation for Faculty /Staff
- At least one professional body membership to all the faculty.
- Non-teaching staff is provided with uniform, Training etc

7. Higher Education policy:

- For, UG/PG/PhD - Sponsorship letters shall be provided
- Financial assistance may be considered on case-to-case basis.

8. Research and consultancy policy:

- All the projects and consultancy, additional skill based or school finishing activities in each and every department are considered for revenue sharing. The income shall be remunerated amongst the staff involved in the training, consultancy for income generation. The ratio of remuneration distribution shall be 60%: 40%; Staff: Institute.



9. Financial Support Policy:

- Funding for Research project.
- Funding for Patent filing.


10. Teacher Incentives and awards for extra ordinary work:

- Additional increments.
- Awards.
- Certificates and felicitations.
- Study books allowance.

11. Bus Facility:

- Pick up and drop from Boisar Railway Station / Boisar City to College is available for all the Teaching & Non-teaching staff members.




Dr. Riyazoddin S.
(Principal)