



Since 1991

SENGUNTHAR ARTS AND SCIENCE COLLEGE
(Affiliated to Periyar University, Salem and Approved by AICTE, New Delhi)
An ISO 9001:2015 Certified Institution
Recognized under section 2(f) and 12(B) of the UGC Act 1956
Accredited by NAAC
TIRUCHENGODE – 637 205, NAMAKKAL DT., TAMILNADU



6.3 Faculty Empowerment Strategies

6.3.1 Welfare measures for teaching and non- teaching staff

Supporting documents for welfare measures



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organization

भविष्य निधि भवन, १४, भीकाजी कामा प्लेस, नई दिल्ली - ११००६६
Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110066

Generated On 12/04/2021 18:31:

Payment Confirmation Receipt

TRRN No :	4132104005783
Challan Status :	Payment Confirmed
Challan Generated On :	12-APR-2021 18:06:37
Establishment ID :	CBSLM0034677000
Establishment Name :	SENGUNTHAR ARTS AND SCIENCE COLLEGE
Challan Type :	Monthly Contribution Challan
Total Members :	133
Wage Month :	MAR-2021
Total Amount (Rs) :	1,79,535
Account-1 Amount (Rs) :	1,13,635
Account-2 Amount (Rs) :	3,589
Account-10 Amount (Rs) :	58,641
Account-21 Amount (Rs) :	3,599
Account-22 Amount (Rs) :	71
Payment Confirmation Bank :	Axis Bank
CRN :	211120421050476
Payment Date :	12-APR-2021
Payment Confirmation Date :	12-APR-2021
Total PMRPY Benefit :	0

ATTESTED


PRINCIPAL

SENGUNTHAR ARTS AND SCIENCE COLLEGE
TIRUCHENGODE - 637 205.





SENGUNTHAR ARTS AND SCIENCE COLLEGE
(CO-EDUCATION)
TIRUCHENGODE.

APPLICATION FOR LEAVE (TEACHING STAFF)

Name :

Date :

Designation :

Department :

Please grant me leave as follows:

Casual / Vacation

Category : Leave

Earned / Medical / on Duty

No. of days

From To

Period :

On

Purpose

Alternative arrangements to be indicated on the other side.

Signature

* Previous Leave availed (days)		* Leave eligible for (days)	
Casual	Vacation	Privilege	Medical
* Fill in the category as applied for			
Forwarded		Sanctioned	
HOD / Principal		Principal / Secretary	

ATTENDED

[Signature]
PRINCIPAL

SENGUNTHAR ARTS AND SCIENCE COLLEGE
TIRUCHENGODE - 607 125.



SENGUNTHAR ARTS AND SCIENCE COLLEGE

(CO-EDUCATION)

TIRUCHENGODE - 637 205.

Application to avail one hour permission during working hours

Name :

Designation :

Date :

Time :

Reason :

DIRECTOR / H.O.D.

Signature of the Staff

PRINCIPAL'S ORDER

ATTESTED


PRINCIPAL

**SENGUNTHAR ARTS AND SCIENCE COLLEGE
TIRUCHENGODE - 637 205.**



SENGUNTHAR ARTS AND SCIENCE COLLEGE

(CO - EDUCATION)
TIRUCHENGODE.

APPLICATION FOR LEAVE (NON - TEACHING STAFF)

Name : G. Tamil Selvi Date : 28/10/2022

Designation : Lab Assistant in Chemistry.

Please grant me leave as follows:

Maternity leave M.L.
Casual / Vacation

Category : _____ Leave
Earned / Medical / on duty / Compensation

No. of days 90 days
Period : From 01/11/2022 To 29/01/2023

On _____

Purpose

Maternity leave G.S.
Signature

* Previous Leave availed (days)		* Leave eligible for (days)	
Casual	Vacation	Privilege	Medical
* Fill in the category as applied for			
Forwarded N. H. 28/10/2022 For HOD Superintendent / Principal		Sanctioned 28/10/2022 Principal / Secretary	

ATTESTED


PRINCIPAL
SENGUNTHAR ARTS AND SCIENCE COLLEGE
TIRUCHENGODE - 637 205.

From :-

27.10.2020.

G. Tamil Selvi

Lab Assistant

Department of chemistry

Sengunthar Arts and Science College

Thiruchengode.

Xerox copy
Leave Form
file

To :-

The Principal,

Sengunthar Arts and Science College

Thiruchengode.

Solved
2016.

To
the principal

Respected Sir,

Sub : Maternity Leave - reg

28/10/2020.
Maternity leave
my leave sanctioned
with pay
for three months.

I wish to bring to your kind notice that
I am working in this Institution since June 2016.
Due to my Pregnancy I am in need of maternity
leave from 1st November 2020. So I kindly
request you to grant leave me leave for the
above mentioned period. I will also assure
that I resume to my duty in the next
academic year June 2021.

ATTESTED

Thanking you,

To the Correspondent of yours
The Dean Sir


PRINCIPAL

SENGUNTHAR ARTS AND SCIENCE COLLEGE
THIRUCHENGODE - 637 205.

G. P.

N.H. 26/10/21.
For HOD O/R




कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organization

भविष्य निधि भवन, १४, भीकाजी कामा प्लेस, नई दिल्ली - ११००६६
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PRINCIPAL
SENGUNTHAR ARTS AND SCIENCE COLLEGE
TIRUCHENGODE-637 205



25/01/2022, 11:11

Gmail

Science College Mail - Renewal of Group Personal Accident Insurance - Forwarding online payment r...

Sengunthar Arts & Science College <info@senguarts.co.in>

27 JAN 2022

TIRUCHENGODE-637 205

25 January 2022 at 17:06

1 message

Sengunthar Arts College <info@senguarts.co.in>
To: "G.Balaji" <balaji.g@royalsundaram.in>

Ref.No.093/SASC/Insurance/2021 - 2022

To

Mr. G. BALAJI
Area Manager
Royal Sundaram General Insurance Co. Ltd.,
46, NGGO Nagar
Moolapalayam, Erode - 638 002.

Sir,

Ref: Your quotation Dt.25.01.2022

With reference to your quotation cited above, I am forwarding herewith the online payment receipt for Rs.1,57,960/- (Rupees One lakh fifty seven thousand nine hundred and sixty only), towards the renewal of Group Insurance Plan to our students, parents and staff members as detailed below:

S. No.	Category	No. of Insured	Sum Insured Per Person	
			Accidental Death (Sum Insured)	Accidental Medical Expenses
01	Students	1436	1,50,000/-	1,00,000/-
02	Parents	1436	1,50,000/-	--
03	Staff	170	1,50,000/-	1,00,000/-

20,000/- medical expenses covered for outpatient (for students and staff members)

Kindly accept and acknowledge the same.

Thanks & Regards

Dr.S.RAVIKUMAR M.Sc.,M.E.,M.Phil.,Ph.D.,
Principal,
Sengunthar Arts and Science College,
Tiruchengode, Namakkal Dt. - 637 205
Ph: 04288 - 283575, 283545
Mob:98427 53229

StudentsGroupInsurance_22-23.pdf
91K

ATTESTED

PRINCIPAL
SENGUNTHAR ARTS AND SCIENCE COLLEGE
TIRUCHENGODE - 637 205.

Copy to: Cashier (VSR)

27/1/22
VRK

D.N.496
25.1.2022