

Policy Document

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POLICY DOCUMENT

The institution has effective welfare measures for both teaching and non-teaching staff. These welfare measures have significantly contributed to the tremendous growth of our institution. Our institution has a policy document outlining various ways to promote and support teaching staff, including:

Financial Assistance for Faculty Members

1. Career Development Programmes

- During Probation Period: Registration Fee Only
- After Probation Period: Registration Fee + Travelling Allowance

2. Publications

- 100% Registration Fee

3. Membership

- 100% Registration Fee

Additional Support and Leave Policies

- **On-Duty Leave:** Faculty members are granted on-duty leave to attend workshops, FDPs, conferences, seminars, etc., conducted by various institutions.
- **Publications:** Faculty members are encouraged to publish journals and books related to their domain.
- **Central Valuation:** On-duty leave is provided for central valuation duties.
- **Casual Leave:** Employees can avail 12 days of casual leave per academic year and a vacation period of 30 days.
- **Maternity Leave:** Six months of maternity leave is provided.


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- **Emergency Permissions:** Permitted for staff members.
- **Exam-Related Work:** Additional on-duty leave is provided for exam-related duties.
- **Incentives for Results:** Faculty members receive incentives for producing 100% results.
- **Annual Day Felicitations:** Faculty members with 100% attendance are felicitated during annual day functions.
- **Yearly Increments:** Based on performance.
- **Group Insurance Scheme (GIS):** Provided for staff welfare.
- **Sponsorship for Higher Studies:** Available for faculty members.



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