

**ITS DENTAL COLLEGE, HOSPITAL AND RESEARCH CENTRE
47, KNOWLEDGE PARK III, GREATER NOIDA**

POLICY DOCUMENT ON WELFARE MEASURES

Teaching Faculty

1. Outstanding association Scheme: Employees who have completed five or more years of service in ITS are allowed special benefits as under:

S. No	Salary upto	After completion of 5 years of service	After completion of 10 years of service
1	Rs. 15,000/- only	10 days salary in cash	1 month salary in cash
2	Rs. 15,001 to 30,000	03 days leave and Rs. 7,500/- in cash as reimbursement of expenses to go out with family	05 days leave and Rs. 15,000 in cash as reimbursement of expenses to go out with family
3	Rs. 30,001 and above	03 days leave and Rs. 10,000/- in cash as reimbursement of expenses to go out with family	05 days leave and Rs. 30,000 in cash as reimbursement of expenses to go out with family

2. Maternity benefits (according to Maternity benefit act, 1961 ammended in 2017)- Women employees are given the benefit of paid maternity leave for a period of 26 weeks.

3. Free of cost or discounted dental treatment- Employees of the institution are given the benefit of free/ discounted dental treatments for self and family.

4. The College provides for **salary advance** to meet unforeseen and additional expenditure in case the employee has completed minimum one year of service subject to approval of HOD, Principal/Director College Authorities.

5. The College is registered under the **Provident Fund Scheme** where the employees are required to contribute 12% of their Basic Salary towards the said scheme.

6. GRATUITY (In compliance with Payment of Gratuity Act, 1972)

Employees who have worked continuously for five years or more are paid gratuity for every fifteen days salary in a year.

7. CONFERENCE REIMBURSEMENT


Dr. Sachit Anand Arora
Principal
I.T.S. Dental College,
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This benefit entitles teaching staff to avail conference expenses reimbursed for attending one specialty conference in a year as per the following:

Designation	Amount Rs (maximum upto)
Professor	25,000/-
Associate Professor	15000/-
Assistant Professor	7000/-

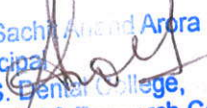
8. GROUP MEDICAL INSURANCE COVERAGE BENEFITS

- In order to provide the employees security and protection, the College provides an Insurance Scheme for the Admin and Technical staff and **BDS Tutors**, who are not covered under ESI Scheme.
- This policy will cover unforeseen expenditure incurred by the employee in case of hospitalization due to any medical emergency.

Non teaching Staff

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2. **Maternity benefits (according to Maternity benefit act, 1961 ammended in 2017)**- Women employees are given the benefit of paid maternity leave for a period of 26 weeks.

3. **Free of cost or discounted dental treatment**- Employees of the institution are given the benefit of free/ discounted dental treatments for self and family.

4. CHILDREN EDUCATION SUPPORT

Eligibility: All employees drawing **monthly gross salary upto Rs. 20,000/-** and whose children are studying in school (Class 1 to 12), shall be eligible to receive this benefit.

Amount: Details of the entitlement are as follows:

Gross Salary upto (per month)	Eligibility	Tution fee (per child per month)	No. of children applicable
Up to Rs. 20,000 per month	From the date of joining	Rs. 750/- per child per month	2

5. BENEFITS ON SPECIAL OCCASIONS

Eligibility: Employees whose **monthly gross salary is upto Rs. 15,000/-** having served minimum 3 years in College

On the Occasion of own's marriage	Min Rs. 500 - Max Rs.1000 per year, for every completed year of service
On the occasion of immediate Sister/Brother's marriage i.e. blood relation only	
On the occasion of Daughter/Son's marriage	

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- This policy will cover unforeseen expenditure incurred by the employee in case of hospitalization due to any medical emergency.

7. The College is registered under the **ESI Scheme** and Employees drawing a **monthly Gross Salary upto Rs. 21,000/-** are covered under the same. The scheme has the following benefits for its members:

- Medical Benefit
- Sickness Benefit
- Maternity Benefit
- Disability Benefit

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10. **GRATUITY** (*In compliance with Payment of Gratuity Act, 1972*)

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