

Alandi Devachi,(Dudulgaon),Pune-412105 (Affiliated to Savitribai Phule Pune University, Recognised

by Govt. of Maharashtra)



# **Criterion 6: Governance, Leadership and Management**

**6.3** - Faculty Empowerment Strategies (33)

# 6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Sr. No.	Particulars	Page No.
1	Staff Welfare Policy	2
2	P.F. Facility	5
3	Staff Insurance	13
4	Duty Leave Facility	30
5	Canteen Facility	31
6	Pantry Facility	32
7	Staff Birthday Celebration	33
8	Staff Picnic	37
9	Yoga Sessions for Staff	40
10	Staff Health Check-Up	42
11	CCTV Cameras	53
12	Security for Staff	54
13	Other Facilities	55

# INDEX



Alandi Devachi, (Dudulgaon), Pune-412105



(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)

# **STAFF WELFARE POLICY**

Section	Administration
Prepared By	Dr. Chhaya Kishor Joshi
Approved By	Dr. Pandurang Misal
Policy Amendment Date	June 2017
Version	1.0
Next Review	Annually

# **Introduction to Policy:**

This policy draws guidelines in regards to staff welfare support provided by management.

# **Objectives :**

- To provide staff welfare facilities as per set norms of Shri Gajanan Maharaj Shikshan Prasarak Mandal.
- To provide a healthy environment to the teaching and non-teaching staff of the institute.

The Policy

A staff welfare committee shall be constituted under the Chairmanship of Principal along with teaching and non-teaching representatives.

The Committee meeting shall be conducted once in a year.

The policy includes following guiding principles



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# Arrangements for well-being and stress prevention through good management practices

- All faculties should treat their colleagues with dignity and promote a culture of mutual respect in the teams they manage.
- There shall be a performance appraisal system, promotion and reward system.
- All employees should take responsibility for working effectively in their assigned roles, thus helping to avoid stress to their colleagues.

# <u>Leave Privileges:</u>

• Various leave such as Casual, Duty leave is given to teaching and non-teaching staff of the college. On duty leave is granted for attending workshops, seminars, practical, research work, training programs, examination work, paper setting, Central Assessment Program etc.

# Welfare Practices:

- Employee Provident Fund: PF facility is provided to Teaching and Non-teaching staff.
- Uniform: Uniforms is provided to Non-teaching staff
- Health Check-up Facility: The College organizes health check-up camp for all employees on annual basis.
- Safety and security at campus: Security is provided in the campus. Institute is under CCTV surveillance for monitoring safety and security of all staff and students in the premises
- **Pantry for staff**: Pantry is available in the institute to serve tea and coffee to all the staff members.
- Vacation: Summer and winter vacations are provided to all the faculties.
- **Birthdays and Appreciation of special achievements:** Special achievements of teaching and non-teaching staff are celebrated including birthdays.
- Staff Welfare Programs: Staff welfare programs such as Yoga session, Health check-up, vaccination, Session on work life balance, improving higher education qualities and outdoor activities like sports and picnic etc. are arranged for all the staff of the institute



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# P.F. FACILITY PROVIDED TO THE STAFF



## EMPLOYEE'S PROVIDENT FUND ELECTRONIC CHALLAN CUM RETURN (ECR)

Name of Establishment	SHARADCHANDRA PAWAR ARTS AND COM	MERCE COLLEGE		
Establishment Id	PUPUN2619675000	LIN .	1918065398 .	
Wage Month	JUN-2023	Return Month	JUL-2023	
Contribution Rate (%)	12	ECR Type	ECR	
Salary Disbursement Date	07-JUL-2023	Uploaded Date Time	10-JUL-2023 11:41	
Exemption Status	Unexempted	TRRN Number		
Remarks	ecr	ECR Id	91268082	
Total Members	31			
Contribution and Remittance Details (	In Rupees) :		1	
Total EPF Contribution Remitted	39,019	Total EPS Contribution Remitted	27,088	
Total EPF-EPS Contribution Remitted	11,931	Total Refund Advance	0	
PMRPY Upfront Benefit Details (In Ru	pees) :			
Total PMRPY Upfront EPF Amount	0	Total PMRPY Upfront EPS Amount	0	
PMRPY benefit remarks	NA			
ABRY Upfront Benefit Details (In Rupe	es) :			
fotal ABRY benefit Amount	Employee EPF Share	Employer EPS Share	Employer EPF Share	
	23,983	16,649	7,334	
ABRY benefit remarks Upfront benefit of EE and ER contribution rewarded.				



PRINCIPAL Sharadchandra Pawar Arts and Commerce College, Dudulgaon (Mandi), Pune.<sup>1/4</sup>

PUPUN2619675000 / JUN-2023 / 10-JUL-2023 11:41

Member Details :-

	_	Namo a	s per		Wag	gos		(	Contribution	Remitted			PMR	PY/ABRY E	Benefit	Posting
SI. No.	UAN	ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days	Refunds	Pension Share	ER PF Share	EE Share	Location of the membe
1	101798755791	CHHAYA VISHAL GAIKWAD	CHHAYA VISHAL GAIKWAD	19,500	8,700	8,700	8,700	1,044	725	319	- 0	0	-			- N.A
2	101364903046	Barl Dileep Shriram	DILEEP SHRIRAM BARI	21,000	14,900	14,900	14,900	1,788	1,241	547	0	0		-		N.A
3	101692516367	Tamhane Dipali Ganesh	DIPALI GANESH TAMHANE	16,000	5,700	5,700	5,700	684	475	209	0	0		-		N.A
4	101640080331	Sonawane Dipali Mangesh	DIPALI MANGESH SONAWANE	12,000	6,600	6,600	6,600	792	550	242	0	0				N.A
5	101364903051	Astarkar Kailash Ashok	KAILAS ASHOK ASTARKAR	20,500	14,900	14,900	14,900	1,788	1,241	547	0	0		-	-	N.A
6	101736363162	Kamble Dhondiba Rohit	KAMBLE ROHIT DHONDIBA	22,000	10,833	10,833	10,833	1,300	902	398	0	0	-			N.A.
7	101870945957	Chaudhari Madhuri Pravin	MADHURI PRAVIN CHAUDHARI	20,000	12,000	12,000	12,000	1,440	1,000	440	0	0	-			N.A.
8	102048209470	Mhasagar Mahesh Satyavijay	MAHESH SATYAVIJAY MHASAGAR	15,000	9,000	9,000	9,000	1,080	750	330	0	0		-		N.A.
9	101798757487	Kasab Manik Jijabhau	MANIK JIJABHAU KASAB	20,000	14,900	14,900	14,900	1,788	1,241	547	0	0		-		N.A.
10	101799042993	Rupnawar Nana Bajrang	NANA BAJARANG RUPNAWAR	18,000	7,800	7,800	7,800	936	650	286	0	0		-	-	N.A.
11	101799042986	Misal Pandurang Uttamrao	PANDURANG UTTAMRAO MISAL	28,000	14,900	14,900	14,900	1,788	1,241	547	0	0			-	N.A.
12	101798757425	Batashe Parmeshwar Kisanrao	PARMESHWA R KISHANRAO BHATASHE	15,500	6,067	6,067	6,067	728	505	223	0	0	-			N.A.
13	102022211453	Mitkari Pooja Nitin	POOJA NITIN MITKARI	13,000	5,417	5,417	5,417	650	451	199	0	0	-		-	N.A.
14	101798755789	Bhave Pravin Laxman	PRAVIN LAXMAN BHAVE	29,000	14,900	14,900	14,900	1,788	1,241	547	0	C	-			N.A.
15	101798757439	Patil Prerana Swapnil	PRERANA SWAPNIL PATIL	19,000	14,900	14.900	14,900	1,788	1,241	547	0	(				N.A
16	101989833348	PRITI ANIRUDHDA DAHALE	PRITI ANIRUDHDA DAHALE	22,500	13,500	13.500	13,500	1,620	1,125	495	0					N.A
17	101980123996	Khavale Puja Vishnu	PUJA VISHNU KHAVALE	18,000	10.800	10 800	10,800	1,296	900	396	, O					N.A
18	100557549212	Gawade Sachin Vithal	SACHIN VITTHAL GAWADE	16,000	9 000	9 000	9.000	5.P. CO	750	330	0 0					N.A

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PRINCIPAL Sharadchandra Pawar Arts & Commerce Concy-Dudulgaon (Alandi), Pune

		Name	as per		Wa	ges			Contribution	Remitted			PM	RPY / ABRY B	enefit	Posting
SI. No.	UAN	ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days	Refunds	Pension Share	ER PF Share	EE Share	Location of the member
18	101798757418	Kamble Sanjiv Shivaji	SANJIV SHIVAJI KAMBLE	22,000	14,900	14,900	14,900	1,788	1,241	547	0	0	ABRY	ABRY	ABRY	N.A.
19	101798757494	Manke Savita Dipak	SAVITA DIPAK MANKE	. 12,000	8,100	8,100	8,100	972	· 675	297	0	0	ABRY	ABRY	ABRY	N.A.
20	101798757500	Yevate Shahuraj Dattatray	SHAHURAJ DATTATRAY YEVATE	30,000	14,900	14,900	14,900	1,788	1,241	547	0	0	ABRY	ABRY	ABRY	N.A.
21	101798757516	Walunj Shaila Ramdas	SHAILA RAMDAS WALUNJ	18,500	7,620	7,620	7,620	914	635	279	0	0	ABRY	ABRY	ABRY	N.A.
22	101852427337	Kamble Shrikant Gulab	SHRIKANT GULAB KAMBALE	12,000	6,000	6,000	6,000	720	500	220	0	0	-	-		N.A.
23	101798755762	Abhang Sonali Vipul	SONALI VIPUL ABHANG	14,900	14,900	14,900	14,900	1,788	1,241	547	0	0	ABRY	ABRY	ABRY	N.A.
24	101156086248	Badave Vaibhav Vasant	VAIBHAV VASANT BADAVE	13,000	6,600	6,600	6,600	792	550	242	0	0				N.A.
25	101798757460	Tajane Varsha Jalindhar	VARSHA JALINDAR TAJANE	14,000	7,500	7,500	7,500	900	625	275	0	0	ABRY	ABRY	ABRY	N.A.
26	101571703916	Dighe Vikas Dagadu	VIKAS DAGADU DIGHE	24,000	6,300	6,300	6,300	756	525	231	0	0	-		-	N.A.
27	101798755758	Mogal Vinod Trimbak	VINOD TRYAMBAK MOGAL	14,000	7,500	7,500	7,500	900	625	275	0	0	ABRY	ABRY	ABRY	N.A.
28	101799043000	Rupnawar Viraj Vasant	VIRAJ VASANTRAO RUPANAWAR	36,000	14,900	14,900	14,900	1,788	1,241	547	0	0	ABRY	ABRY	ABRY	N.A.
29	101799117845	Vavahare Vishvanath Jivraj	VISHVANATH JIVARAJ VYAVAHARE	17,500	14,900	14,900	14,900	1,788	1,241	547	0	0	ABRY	ABRY	ABRY	N.A.
30	101118808121	Shilimikar Vishwajit Vinayak	VISHWAJIT VINAYAK SHILIMKAR	36,000	14,900	14,900	14,900	1,788	1,241	547	0	0	-			N.A.
31	101798755770	Yashoda Gopal Anerao	YASHODA GOPAL ANERAO	15,000	6,480	6,480	6,480	778	540	238	0	0	ABRY	ABRY	ABRY	N.A.



PUPUN2619675000 / JUN-2023 / 10-JUL-2023 11:41

PRINCIPAL Sharadchandra Paver Arts and Commerce College, Dudulgaon (Alendi), Pune.

#### Note:

UANs are prefixed with Asterisk sign (\*) in case AADHAAR is not seeded /unverified
 EPS Contribution Remitted is prefixed with Hash sign (#) when Member's age is more than 58 years. Please ensure that this is the case of "Deferred Pension".

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PMRPY Benefit Not Given Remarks :-

ABRY Benefit Not Given Remarks :-

Reason Code	Reason Name	Reason Code	Reason Name
EC10001	ECR already filed for this member	GK10001	EPF wages are greatter than or equal to 15,000/-
EC10002	Parallel Employment: ECR already filed for this	GK10002	Mismatch in EPF and EPS wages
EC10003	Benefit already availed for this member	GK10003	EPF contribution remitted is greatter than due remittance
EC10004	Gross/EPF wages greater than 15,000/-	GK10004	EPS contribution remitted is greatter than due remittance
EC10005	Mismatch in EPF and EPS wages	GK10005	(EPF - EPS) diffrence contribution remitted is greatter than due
EC10006	Mismatch in Due and Remitted values	GK10006	EPS contribution remitted is greatter than due remittance
EC10007	UAN Deactivated	GK10007	Aadhaar not seeded



PRINCIPAL Sharadchandra Pawar Arts & Commerce College Dudulgaon (Alandi), Pune



PUPUN2619675000 / MAR-2024 / 11-APR-2024 10:10



# EMPLOYEE'S PROVIDENT FUND

ELECTRONIC CHALLAN CUM RETURN (ECR)

Name of Establishment					
	SHARADCHANDRA PAWAR ARTS AND COM				
Establishment Id	PUPUN2619675000 -	LIN -	1918065398		
Wage Month	MAR-2024	Return Month	APR-2024		
Contribution Rate (%)	12	ECR Type	ECR		
Salary Disbursement Date	09-APR-2024	Uploaded Date Time	11-APR-2024 10:10		
Exemption Status	Unexempted	TRRN Number			
Remarks	ECR	ECR Id	103946289		
Total Members	32				
Contribution and Remittance Details (I	n Rupees) :				
Total EPF Contribution Remitted	40,670	Total EPS Contribution Remitted	28,234		
Total EPF-EPS Contribution Remitted	12,436	Total Refund Advance	0		
PMRPY Upfront Benefit Details (In Rup	ees):				
Total PMRPY Upfront EPF Amount	0	Total PMRPY Upfront EPS Amount	0		
PMRPY benefit remarks	NA				
ABRY Upfront Benefit Details (In Rupe	es) :				
	Employee EPF Share	Employer EPS Share	Employer EPF Share		
Total ABRY benefit Amount	0	0	0		
ABRY benefit remarks					



PUPUN2619675000 / MAR-2024 / 11-APR-2024 10:10

PRINCIPAL Sharadchandra Pawar Arts & Commerce College Dudulgaon (Alandi), Pune

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embe	r Details :-								Contribution	Remitted			PMF	RPY / ABRY B		Posting Location o
		Name a		T	Wag	jes					NCP	Refunds	Pension Share	ER PF Share	EE Share	the membe
51, No.	UAN	ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	Days			ABRY	ABRY	N.A
1	101798755791	Chhaya Vishal	CHHAYA VISHAL	. 19,500	8,700	8,700	8,700	1,044	. 725	319	0	0	ABRY	, ADINI		N.
<b>`</b>	101130100101	Gaikwad	GAIKWAD			44.000	14,900		1,241	547	0	0	-	-		
2	101364903046	Bari Dileep Shriram	SHRIRAM BARI	21,000	14,900	14,900		1,788			0	0				N
3	101692516367	Tamhane Dipali Ganesh	DIPALI GANESH TAMHANE	16,000	5,700	5,700	5,700	684	475	209	0					N
4	101640080331	Sonawane Dipali Mangesh	DIPALI MANGESH SONAWANE	12,000	6,600	6,600	6,600	792	550	242		0				N
5	101364903051	Astarkar Kailash Ashok	KAILAS ASHOK	20,500	14,900	14,900	14,900	1,788	1,241	547	0	0			ABRY	N
6	101798757487	Kasab Manik	ASTARKAR MANIK JIJABHAU	20,000	14,900	14,900	14,900	1,788	1,241	547	0	0	ABRY	ABRY		
		Jijabhau Rupnawar Nana	KASAB NANA BAJARANG	18,000	7,800	7,800	7,800	936	650	286	0	0	ABRY	ABRY	ABRY	N
7	101799042993	Bajrang	RUPNAWAR	14.000	14,000	14,000	14,000	1,680	1,166	514	0	0				M
8	101261801645	Landage Neha Bhagvan	BHAGAVAN LANDAGE NIKHIL		7 000	7,200	7,200		600	264	0	0				٨
9	101951547104	Khandave Nikhil Ramesh	RAMESH KHANDVE	12,000	7,200			864			0	0	ABRY	ABRY	ABRY	Ν
10	101799042986	Misal Pandurang Uttamrao	PANDURANG UTTAMRAO MISAL	28,000	14,900	14,900	14,900	1,788	1,241	547						
11	101798757425	Batashe Parmeshwar	PARMESHWA R KISHANRAO	15,500	6,060	6,060	6,060	727	505	222	0	0	ABRY	ABRY	ABRY	1
		Kisanrao Rane Pooja	BHATASHE	19,000	11,400	11,400	11,400	1,368	950	418	0	C	)			
12	101943401645	Vaibhav	VAIBHAV RANE PRAVIN	13,500	7,200	7,200	7,200	864	600	264	0	(	)		-	
13	101323584589	Dolas Pravin Dnyandev	DNYANDEV DOLAS	13,500			11 000			547			D ABR'	Y ABRY	ABRY	1
14	101798755789	Bhave Pravin Laxman	PRAVIN LAXMAN BHAVE	29,000	14,900	14,900	14,900	1,788	1,241	547						,
15	101798757439	Patil Prerana Swapnil	PRERANA SWAPNIL PATIL	19,000	14,900	14,900	14,900	1,788	1,241	547			0 ABR			
16	101587335800	Shiraskar Raju Pralhad	RAJU PRALHAD SHIRASKAR	17,000	6,000	6,000	6,000	720	500	220			0 ABR	Y ABR	Y ABR'	
17	100557549212	Gawade Saching Vitthal	SACHIN VITTHAL	16,000	9,600	9,600	9,600	1,152	800	35	2	D	0	- E	STI	JF.

PUPUN2619675000 / JUN-2023 / 10-JUL-2023 11:41



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Note: 1) UANs are prefixed with Asterisk sign (\*) in case AADHAAR is not seeded /unverified 2) EPS Contribution Remitted is prefixed with Hash sign (#) when Member's age is more than 58 years. Please ensure that this is the case of "Deferred Pension". ABRY Benefit Not Given Re

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PMRPY Benefit Not Given Remarks :-

ABRY Benefit Not Given Remarks :-

Reason Code	Reason Name	Reason Code	Reason Name
EC10001	ECR already filed for this member	GK10001	EPF wages are greatter than or equal to 15,000/-
EC10002	Parallel Employment: ECR already filed for this	GK10002	Mismatch in EPF and EPS wages
EC10003	Benefit already availed for this member	GK10003	EPF contribution remitted is greatter than due remittance
EC10004	Gross/EPF wages greater than 15,000/-	GK10004	EPS contribution remitted is greatter than due remittance
EC10005	Mismatch in EPF and EPS wages	GK10005	(EPF - EPS) diffrence contribution remitted is greatter than due
EC10006	Mismatch in Due and Remitted values	GK10006	EPS contribution remitted is greatter than due remittance
EC10007	UAN Deactivated	GK10007	Aadhaar not seeded



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PRINCIPAL Sharadchandra Pawar Arts & Commerce Cottege Dudulgaon (Alandi), Pune

PUPUN2619675000 / MAR-2024 / 11-APR-2024 10:10

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# **GROUP INSURANCE**

**OF THE STAFF** 



# SURAKSHA AUR BHAROSA DONO

То

Shri Gajanan Maharaj Shikshan Prasarak Mandal's

Date: 23/05/2023

# SHARADCHANDRA PAWAR ARTS AND COMMERCE COLLEGE

GAT NO 76, DUDULGAON , ALANDI

Pune -412105

# Held Cover Letter for Group Personal Accident Insurance Policy

Dear Sir/ Madam,

We thankfully acknowledge the receipt of premium, against captioned cover.

We are pleased to confirm risk held covered from <mark>23/05/2023 (00:00 Hrs.) To: 22/05/2024 Mid</mark>night. Our Complete Policy Kit will be sent shortly.

Payment Details: SBIG Ref. No. YB011902443215 of Amount Rs. 21472/- Dated: 23/05/2023

Assuring you of our best services at all times & we look forward to a mutually beneficial business association.

			1			
SR		- -			SUNI	
NO	CUSTOMER NAME	Commodity Description	DOLLOV TVDE	DOLLOUGH	INSURED	1
		Continued Description	POLICY TYPE	POLICY PERIOD	VALUE	FRENILUNI
	Shri Gajanan				32,000,000	
	Maharaj Shikshan					
1	Prasarak Mandal's	College		23/05/2023 TO	-	
			GPA	22/05/2024	5.	21472/-

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# SURAKSHA AUR BHAROSA DONO

То

Shri Gajanan Maharaj Shikshan Prasarak Mandal's

SHARADCHANDRA PAWAR ARTS AND COMMERCE COLLEGE

GAT NO 76, DUDULGAON ,ALANDI

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Date: 23/05/2023

Dear Sir/ Madam,

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Payment Details: SBIG Ref. No. yB011902443215 of Amount Rs. 21472/- Dated: 23/05/2023

Assuring you of our best services at all times & we look forward to a mutually beneficial business association.

SR NO	CUSTOMER NAME	Commodity Description	POLICY TYPE	POLICY PERIOD	SUM INSURED VALUE	PREMIUM
	Shri Gajanan Maharaj Shikshan				32,000,000	
1	Prasarak Mandal's	College	GPA	23/05/2023 TO 22/05/2024		21472/-



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OSBI	general
SURAKSHA AUR	BHAROSA DONO

<b>51</b> ,No	Emp Code	Insured Name	Relatio n	Gender	Age	Designa tion	Sum Insured
	9	Dr. Joshi Chhaya Kishor	SELF	FEMALE	37 Years		1,000,0 00.00
2	25	Mr. Rupnawar Nana Bajrang	SELF	MALE	36 Years		1,000,0 00.00
3	14	Mrs. Abhang Sonali Vipul	SELF	FEMALE	29 Years		1,000,0 00.00
4	30 .	Ms. Landage Neha Bhagvan	SELF	FEMALE	25 Years		1,000,0
5	2	Dr. Misal Pandurang Uttamrao	SELF	MALE	55 Years		1,000,0 00.00
6	18 .	Mrs. Sonawane Dipali Mangesh	SELF	FEMALE	30 Years		1,000,0 00.00
7	6	Mr. Yevate Shahuraj Dattatray	SELF	MALE	35 Years		1,000,0 00.00
8	22	Mrs. Rane Pooja Vaibhav	SELF	FEMALE	32 Years		1,000,0 00.00
9	5	Mr. Kasab Manik Jijabhau	SELF	MALE	45 Years		1,000,0 00.00
10	21	Mrs. Khadake Rajshree Sanjay	SELF	FEMALE	32 Years		1,000,0 00.00

S1.No	Emp Code	Insured Name	Relatio n	Gender	Age	Designa tion	Sum Insured
11	7.	Mr. Bari Dileep Shriram	SELF	MALE	38 Years		1,000,0 00.00
12	23	Mr. Shilimikar Vishwajit Vinayak	SELF	MALE	41 Years		1,000,0 00.00
13	10	Mrs. Patil Prerana Swapnil	SELF	FEMALE	39 Years		1,000,0 00.00
14	26	Mr.Bhave Pravin Laxman	SELF	MALE	47 Years		1,000,0 00.00

CIN U66000MH2009PLC190546, IRDAI Registration No : 144

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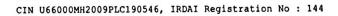


15	4	Mrs. Walunj Shaila Ramdas	SELF	FEMALE	46 Years	1,000,0 00.00
16	20 .	Mrs. Tamhane Dipali Ganesh	SELF	FEMALE	33 Years	1,000,0 00.00
17	13	Mr. Dolas Pravin Dnyandev	SELF	MALE	30 Years	1,000,0 00.00
18	29	Mr.Kamble Shrikant Gulab	SELF	MALE	39 Years	1,000,0 00.00
19	15	Dr. Shiraskar Raju Pralhad	SELF	MALE	40 Years	1,000,0 00.00
20	31	Mr. Mogal Vinod Trimbak	SELF	MALE	43 Years	1,000,0 00.00

S1.No	Emp Code	Insured Name	Relatio n	Gender	λge	Designa tion	Sum Insured
21	12	Mr. Dighe Vikas Dagadu	SELF	MALE	33 Years		1,000,0 00.00
22	28	Mr. Badave Vaibhav Vasant	SELF	MALE	35 Years		1,000,0 00.00
23	3	Mr. Kamble Sanjiy Shivaji	SELF	MALE	45 Years		1,000,0 00.00
24	19	Mr. Vavahare Vishvanath Jivraj	SELF	MALE	38 Years		1,000,0 00.00
25	16	Mrs. Manke Savita Dipak	SELF	FEMALE	39 Years		1,000,0 00.00
26	32	Mr. Gawade Sachin Vitthal	SELF	MALE	38 Years		1,000,0 00.00
27	8	Mr. Astarkar Kailash Ashok	SELF	MALE	34 Years		1,000,0 00.00
28	24	Mr.Rupnawar Viraj Vasant	SELF	MALE	39 Years		1,000,0 00.00
29	1	Dr. Thorat Hansraj Deoram	SELF	MALE	63 Years		1,000,0
30	17	Mrs. Anerao Yashoda	SELF	FEMALE	36		1,000,0

		Gopal			Years		00.00
S1.No	Emp Code	Insured Name	Relatio	Gender	Age	Designa tion	Sum Insure
31	11	Mr. Batashe Parmeshwar Kisanrao	SELF	MALE	43 Years		1,000, 00.00
32	27	Mrs.Tajane Varsha Jalindhar	SELF	FEMALE	41 Years		1,000, 00.00

SBI General Insurance and SBI are separate legal entities and SBI is working as Corporate Agent of the company for sourcing of insurance products





Date: 30/05/2023

#### To,

#### SHRI GAJANAN MAHARAJ SHIKSHAN PRASARAK MANDAL

SHARADCHANDRA PAWAR ARTS AND COMMERCE COLLEGE GAT NO 76, DUDULGAON, ALANDI DIST -PUNE PUNE, MAHARASHTRA, INDIA, PIN -412105 Dear Customer,

Welcome to SBI General. Thank you for choosing SBI General's Group Personal Accident Insurance Policy. We are delighted to have you as our esteemed Customer.

We enclose the following documents pertaining to your Policy: •Policy Schedule •Policy Clauses & Wordings •Grievance Redressal Letter

We have taken care that the documents reflect details of risk and cover as proposed by you. We request you to verify and confirm that the documents are in order. Please ensure safety of these documents as they form part of our contract with you. For all your future correspondence you may have with us, kindly quote your Customer ID and Policy Number.

Your Customer ID : C14427 Your Policy Number : 4102230500000335-00

The Postal Address of your SBI General Branch that will service you in future is: Pune, 289/6-7, Near 7 Loves Hotel,K.D. Plaza (1st floor),Nehru Road, Near Swargate,Swargate,Swargate / Bhavanipeth,Pune,Maharashtra,India-411042-, In case of any queries or suggestions, please do not hesitate to get in touch with us. You can contact us at customer.care@sbigeneral.in or call our Customer Care Number 1800-102-1111 / 1800-22-1111

We look forward to a continuing and mutually beneficial relationship.

Yours sincerely,

#### Authorized Signatory

SBI General Insurance and SBI are separate legal entities and SBI is working as Corporate Agent of the company for sourcing of insurance products

SBI General Insurance Company Ltd., Registered Office & Corporate Office: SBI General Insurance Company Ltd. 9th Floor, A&B Wing, Fulcrum Building, Sahar Road, Andheri East, Mumbai - 400099.



 Policy No:
 Servicing Branch Office:
 Issue Date:

 4102230500000335-00
 Pune, 289/6-7, Near 7 Loves Hotel, K.D. Plaza
 30/05/2023

 (1st floor), Nehru Road, Near
 Swargate, Swargate, Swargate /
 Bhavanipeth, Pune, Maharashtra, India-411042-,

Intermediary Details:

Intermediary Name	Pramod Indal Sahani			
Intermediary Code	0038248			
Intermediary Contact Details	Mobile No. +91-8805231231	Landline No. +91-8805231231		

Insured Details:

SHRI GAJANAN MAHARAJ SHIKSHAN PRASARAK MANDAL
SHARADCHANDRA PAWAR ARTS AND COMMERCE COLLEGE GAT NO 76, DUDULGAON, ALANDI DIST -PUNE PUNE, MAHARASHTRA - 412105, INDIA
23/05/2023 (00:00:00 Hrs) to 22/05/2024 (23:59:59 Hrs)
-
32 [Commencement of Policy]
Rs.3200000.00/-
-
Permanent Total Disability, Accidental Benefit, Permanent Partial Disability, Temporary Total Disability
As per Annexure "A"
As per annexure attached
NA



WAASHA AUR BHARDSA DONO

GROUP PERSONAL ACCIDENT INSURANCE POLICY - POLICY SCHEDULE UIN - IRDA/WL-RLT/SBIGI/P-F/V.1/44/13-14

Attached to and forming part of Group Personal Accident Insurance Policy No 4102230500000335-00 Additional Conditions :

Subject to the following additional Conditions and attached Clauses / Endorsements / Warranties :

#### Remarks -

Quote is subject to this is fresh proposal

\* Quote is subject to condition that the group size at the beginning of the expiring policy was -----

\* Employees shall be covered from DOJ subject to availability of sufficient CD balance being maintained with insurer and intimation received within window period for addition \* It is hereby agreed between the Proposer and the Company that any addition / deletion to the list of insured members shall be communicated to the Insurer in writing within a reasonable time but not later than 30 days from the date of the employee joining or being

relieved from the organization

\* Addition/deletion shall be done on prorata basis once in a month only subject to data being provided to us by 15th of succeeding month and sufficient CD balance being maintained

Coverages, SI, terms & conditions are strictly as per expiring policy except as specified.

\* Occupational Hazards are excluded - like gas inhalation in chemical factory, tar factories etc.

Insect bite excluded

\* The Risk which can be covered under WC policies and if already compensated there, the claim would not be paid under GPA policy.

Infectious or Contagious Disease Exclusion during a PHEIC

Terrorism by nuclear and/or chemical and/or Biological

\* This quote is subject to information provided on nature of activities, number of insured persons declared and Sum insured. If information changes, the quote needs to be

re-approved

\* The Policyholder shall immediately notify the Company of any and all changes during the Policy Period to the Insured persons professional activity or occupation as stated in the policy schedule

\* Mid term increase in SI is not allowed unless it is specified

\* Disablement benefit due Terrorism, Riot & Strike is covered under the scope of the policy excluding Terrorism by Nuclear, Chemical & Biological means

• Snake and animal bite is covered under the scope of the policy

\* Maximum any one life limit shall not exceed Rs.1000000/-

Maximum any one accident limit shall not exceed: Rs.32000000

\* Minimum and maximum age at entry is restricted to 18 years and 65 years respectively

Special Condition -



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\* Accidenti Medical Extension (Separation) - Covered upto 19% of Accidental Amath benefit El or AP% of memoryathic displicit Siels of attail, whichever is leaver subject bit.

worknow of br. (200000/- per policy period. Deductible of Ba. 500/- applicable for each their



SURAKSHA AUR BHAROSA DONO

GROUP PERSONAL ACCIDENT INSURANCE POLICY - POLICY SCHEDULE UIN - IRDA/NL-HLT/SBIGI/P-P/V.1/44/13-14

Attached to and forming part of Group Personal Accident Insurance Policy No 4102230500000335-00 Premium Computation

Particulars	Amount ( INR )
Gross Premium	18196.00
IGST :18%	0.00
CGST :9%	1637.64
SGST :9%	1637.64
Final Premium	21471.28

#### Collection Details :

Receipt No. 4401230500000728, Receipt Date : 30/05/2023

Consolidated Stamp Duty paid Rs. 100.01/- towards Insurance Policy Stamps vide Order No. null of General Stamps Office Mumbai.

P.S. If premium paid through cheque, the policy is void abinitio in case of dishonour of cheque.

Signed at : Mumbai HO	:	For SBI General Insurance Company Limited
Date : 30/05/2023	:	Signatory : Andam,



Attached to and forming part of Group Personal Accident Insurance Policy No 4102230500000335-00 Important Note:

Please examine this Policy including its attached Schedules/Annexure if any. In the event of any discrepancy, contact the office of the Company immediately, it being noted that this Policy shall be otherwise considered as being entirely in order.

In case of payment by cheque, in the event of dishonor of cheque for any reason whatsoever, insurance provided under this document automatically stands cancelled from the inception irrespective of whether a separate communication is sent or not.

Any claim arising or related to consequences of the pre-existing diseases is excluded from the scope of policy cover unless the same is covered on payment of premium and coverage terms mentioned in the schedule.

This is a Contract between the Company and the Insured Person(s). The Insured Person(s) shall not transfer, assign, alienate or in any way pass the benefits and /or liabilities to any other person, institution, hospital, company or body corporate without specific approval in writing by a duly authorized officer of the company. However, if the Insured Person(s) is permanently incapacitated or deceased, the legal heirs of the insured may represent him in respect of claim under the policy.

All terms, conditions and exclusions as per standard Policy wordings attached with this schedule.



Attached to and forming part of Group Personal Accident Insurance Policy No 4102230500000335-00 Annexure "A"

Group Name	SHRI GAJANAN MAHARAJ SHIKSHAN PRASARAK MANDAL
Covers	Limits
Insured Details	-
Policy Basis	NAME BASED
Territory Restriction	No Territory Restriction
AME Inpatient	Covered upto 10% of Accidental
Permanent Total Disability	Covered for All
Accidental Benefit	Covered for All
Permanent Partial Disability	Covered for All
Temporary Total Disability	Actual weekly salary or 1% of
Terrorism Cover	Covered for all however terror



Attached to and forming part of Group Personal Accident Insurance Policy No 4102230500000335-00



Attached to and forming part of Group Personal Accident Insurance Policy No 4102230500000335-00

#### INTIMATING & CLAIM

For Intimating a Claim with us please contact us through the following channels:

Phone: 1800-102-1111/1800-22-1111 (Toll Free 8:00 am to 8:00 pm from Monday to Saturday)

E mail - customer.care@sbigeneral.in

Facsimile - 1800-102-7244/1800-22-7244(Toll Free)

#### CLAIM SETTLEMENT

The Company will settle the claim under this policy within 30 days from the date of receipt of necessary documents required for assessing the claim. In the event that the Company decides to reject a claim made under this policy, the Company shall do so within a period of thirty days of the Survey Report or the additional Survey Report, as the case may be, in accordance with the provisions of Protection of Policyholders' Interest Regulations 2017.



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GROUP PERSONAL ACCIDENT INSURANCE POLICY - POLICY SCHEDULE UIN - IRDA/NL-HLT/SBIGI/P-P/V.1/44/13-14

Attached to and forming part of Group Personal Accident Insurance Policy No 4102230500000335-00

Branch Office Address : Pune	Receipt No:
289/6-7, Near 7 Loves Hotel, K.D. Plaza (1st	Date:
floor),Nehru Road, Near Swargate,Swargate,Swargate /	Branch :
Bhavanipeth, Pune, Maharashtra, India-411042-,	Party/Depositor

Receipt No:	4401230500000728
Date:	30/05/2023
Branch :	00019
Party/Depositor ID :	

#### Receipt

Received with thanks from: SHRI GAJANAN MAHARAJ SHIKSHAN PRASARAK MANDAL an amount of Rs. 21471.28/- (TWENTY ONE THOUSAND FOUR HUNDRED SEVENTY ONE RUPEES AND TWENTY EIGHT PAISA) EFT/Cheque/DD/Cash No. YB0I1902443215 Dated : 23-05-2023

Party ID	Quote/Policy/CD No.	Name of Party	Amount (Rs.)	
000000063521260	4201230500000538 /410223050000033 5-00 /C14427	SHRI GAJANAN Maharaj Shikshan Prasarak Mandal	Gross Premium	18196.00
			CGST: 9%	1637.64
			SGST: 9%	1637.64
			IGST: 18%	0.00
	Total			21471.28



Attached to and forming part of Group Personal Accident Insurance Policy No 4102230300000115-00

Disclaimer

· 1. Receipt subject to realisation of instrument submitted

. 2. Kindly refer to the policy document for time of commencement of cover

# FAN No. of SBI General: AAMCS8857L

GST No: 23AAMCS8857L1EK

For and on behalf of SBI General Insurance Co. Ltd.



Authorized Signatory



Attached to and forming part of Group Personal Accident Insurance Folicy No 4102230500000335-00

CIN U66000MH2009PLC190546, IRDAI Registration No : 144

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# DUTY LEAVE FACILITY

Shri Gajanan Maharaj Shikshan Prasarak Mandal's Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.

Date :- 09/12 2023

To, **The Principal,** Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.

Subject:- Application for Duty Leave

#### Sir,

1 Dr. Chhaya Kishor Joshi designation Assistant Professor, Dept. OF English

hereby request you to grant me duty leave on date and reason mentioned below.

Sr. No.	Date & Duration	Nature of work	Place of work	Contact Tel. No.
01	11/12/2023 to 13/12/2023	External Examiner For oral examinat	Nutan College of Engineering on and Research	950380 6K44

Yours Faithfully

Duty leave sanctioned/Not sanctioned\_

Blosal

Principal Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.



(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Nutan Maharashtra Vidya Prasarak Mandal's

# NUTAN COLLEGE OF ENGINEERING AND RESEARCH

DTE Code- EN-6419 Under Administrative Support of Pimpri Chinchwad Education Trust

(Approved by A.I.C.T.E, New Delhi, Govt.of Maharashtra & Affiliated to DBATU, Lonere) "Vishnupuri", Talegaon Dabhade, Tal-Maval, Dist-Pune-410507 Tel.(02114) 228175

Website: www.ncerpune.com

Email: ncerpune@gmail.com

Ref. No: NCER/ DBATU/EXAM/Winter2023/1とフ

Date:07/12/2023

To,

Dr. Chhaya Kishor Joshi HoD, Department of English Sharadchandra Pawar Arts and CommercevCollege, Dudulgaon, Alandi Tal-Haveli, Dist-Pune Pincode-41210

Respected Madam,

We are pleased to appoint you as External Examiner for the following examination at Nutan college of Engineering and Research (Inst code: 6419, Affiliated with DBATU, Lonere)

### Details of the examination are given as below

Academic Year	2023-24	
Examination	Communication Skill ,Winter 2023- Sem-I	
Branch	First Year A,B,C	
Subject	Language Lab	
Date	11 Dec., 12 Dec, 13 Dec.2023	
Approximate Students	Total Students- 174 (Div. A-58,Div. B-58,Div. c-58)	

This appointment is based on certain assumptions and subject to respective provisions of statutes/ Ordinance, Rules and Regulation formed according to UGC guidelines.

If you have any relatives in blood relation (First and second degree) appearing for any examination of the above course of the institute, please inform the Controller of Examination, NCER, Pune immediately.

Contact details of Hod / and of Internal Examiners

SI. No.	Name of Faculty	Rolls as HoD/Internal Examiner	Email	Mobile
1.	Prof P.V.Kolle	HOD	premkumar@ncerpune.in	9764542861
2.	Dr Prasannata Ramtirthe	Internal Examiner	Prasannata2025@gmail.com	9527689026



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After receiving this appointment order, the Examiner is requested to,

- 1 Communicate acceptance of this appointment or otherwise immediately. The format of
- acceptance is enclosed herewith.
- 2 Know the name and contact details of the chairman for this examination who is also one of the internal examiner/s, as given below.
- 3 Examine only those candidates who possess certified term work of his own for the said examination.
- 4. Conduct the examination in offline mode only.
- 5 Ensure a balance in respect of difficulty, analytical and subjective content, mark allocation in the interaction with the student.
- 6 Sign the final Mark lists and ensure that they are put in envelopes.
- 7 Write your name, signature, date and contact details on the envelope and seal.
- 8. Fill the feedback from provided by the internal examiner.
- 9. Be entitled to the remuneration as per the institute norms.
- 10. Assessment being a crucial and integral part of academics, I earnestly seek your active participation and co-operation in the same.

Kolle

Head of Department



Mr. Kishor Khairha

Controller of Examination

#### Acceptance of Appointment [To be Filled only if not able to accept the order for any reason]

To, Controller of Examination, NCER, Pune

Dear Sir/Madam,

This is with reference to your letter No .:

Dated: of appointment as External Examiner for Oral / Practical/ Term Work Examination. Examination. I have read and understood all the instructions in the said letter.

I hereby accept the appointment / I am not able to accept the. appointment due to following reasons. [Strike out the not applicable]

Thank you.

Yours faithfully [Signature Date and Name]



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Shri Gajanan Maharaj Shikshan Prasarak Mandal's Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.

Date :- 13/07/2023

To, **The Principal,** Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.

Subject:- Application for Duty Leave

#### Sir,

0

C

1. Prof. Vyavahare Vishvanath Jivaraj designation Assistant professor

hereby request you to grant me duty leave on date and reason mentioned below.

Sr. No.	Date & Duration	Nature of work	Place of work	Contact Tel. No.
1	1410712023	To submit and get Sign and stamp on Result Analysis from each depontment	SPPV	7030446988

Duty leave sanctioned/Not sanctioned

12Thosar

Principal Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105. Yours Faithfully



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करावी ही नम्र वि स्री . / दर्शविल्याप्रमाणे	/ सो <u>Man)</u> दिनांक <i>ac.l.or.</i> ]22	<u>कार्यालयीन क</u> २८- S · D	आर्पला <u>जमकाजासाठी</u>	<u>अपनी</u> / आपली विश्वासू यांचा व
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Shri Gajanan Maharaj Shikshan Prasarak Mandal's Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.

Date: 27/01/2023

To, **The Principal,** Shardchandra Pawar Arts & Commerce College Dudulgaon, Pune Pin – 412105.

Subject:- Application for Duty Leave

Sir,

1. Prof. Tamhanc D.G. designation

hereby request you to grant me duty leave on date and reason mentioned below.

Sr. No.	Date & Duration	Nature of work	Place of work	Contact Tel. No.
<u>,</u>	28/01/2023	External Examiner	Pritam Prakash College	9970923229
		n n N		

Duty leave sanctioned/ Not sanctioned

Yours Faithfully lewshame Prof. Tambane D.G.

Doral

Principal

Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.



(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Shri Gajanan Maharaj Shikshan Prasarak Mandal's Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.

Date: 27-01-2023

To, **\*** The Principal, Shardchandra Pawar Arts & Commerce College Dudulgaon, Pune Pin – 412105.

Subject:- Application for Duty Leave

Sir,

hereby request you to grant me duty leave on date and reason mentioned below.

Sr. No.	Date & Duration	Nature of work	Place of work	Contact Tel. No.
17	28/01/2023	External Examiner	Pritam Prakelsh	95618679
		<u>1</u>	College (Bhosoni)	
1. 1. 1. 1.				

Duty leave sanctioned/ Not sanctioned

Yours Faithfully TiPall 101/2023 hof. Sonawane D.r.

Depat

Principal

Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.



(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Shri Gajanan Maharaj Shikshan Prasarak Mandal's Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.

Date :- 10/02/2023

To, **The Principal,** Shardchandra Pawar Arts & Commerce College Dudulgaon, Pune Pin – 412105.

Subject:- Application for Duty Leave

Sir,

1. Dishe Willow Degodes designation Director of Physical Education

hereby request you to grant me duty leave on date and reason mentioned below.

Sr. No.	Date & Duration	Nature of work	Place of work	Contact Tel. No.
١.	11 1022 2022. +0 1021 2022	B.P.P.U. Notball Team	Karnatak University Dengtona.	2890G2109:
		nonegour.	Bengaluru	1 0

Duty leave sanctioned/ Not sanctioned

Yours Faithfully

Principal Shardchandra Pawar Arts & Commerce College Dudulgaon, Pune Pin – 412105.



(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



Shri Gajanan Maharaj Shikshan Prasarak Mandal's Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.

Date:- 17/1/2023

To, **The Principal,** Shardchandra Pawar Arts & Commerce College Dudulgaon, Pune Pin – 412105.

Subject:- Application for Duty Leave

Sir, I. Bari Dileep Shridam Asst-Professor

hereby request you to grant me duty leave on date and reason mentioned below.

Sr. No.	Date & Duration	Nature of work	Place of work	Contact Tel. No.
1]	18/1/2023	Practicel	Beetam Baken Tollege Indragoninog	957973355

Duty leave sanctioned/ Not sanctioned-

Yours Faithfully -Ste

Althoral

Principal Shardchandra Pawar Arts & Commerce College Dudulgaon , Pune Pin – 412105.



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# CANTEEN FACILITY







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# PANTRY FACILITY





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# STAFF BIRTHDAYS CELEBRATION

























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# STAFF BIRTHDAYS CELEBRATION







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STAFF PICNIC (2023-24

Outdoor activities boost moral for the staff and helps in team building. It also helps in relieving stress and helps in increasing productivity of work.



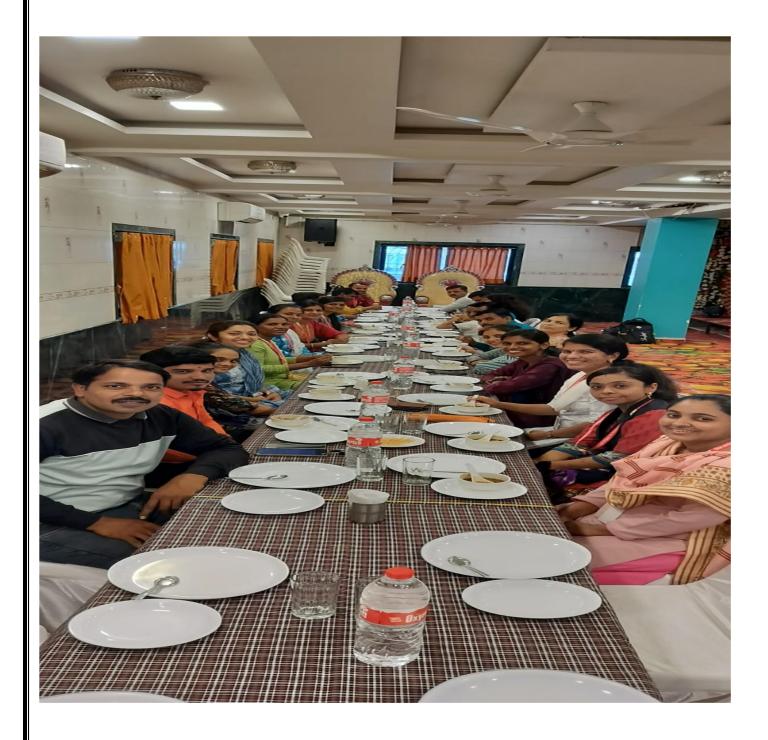


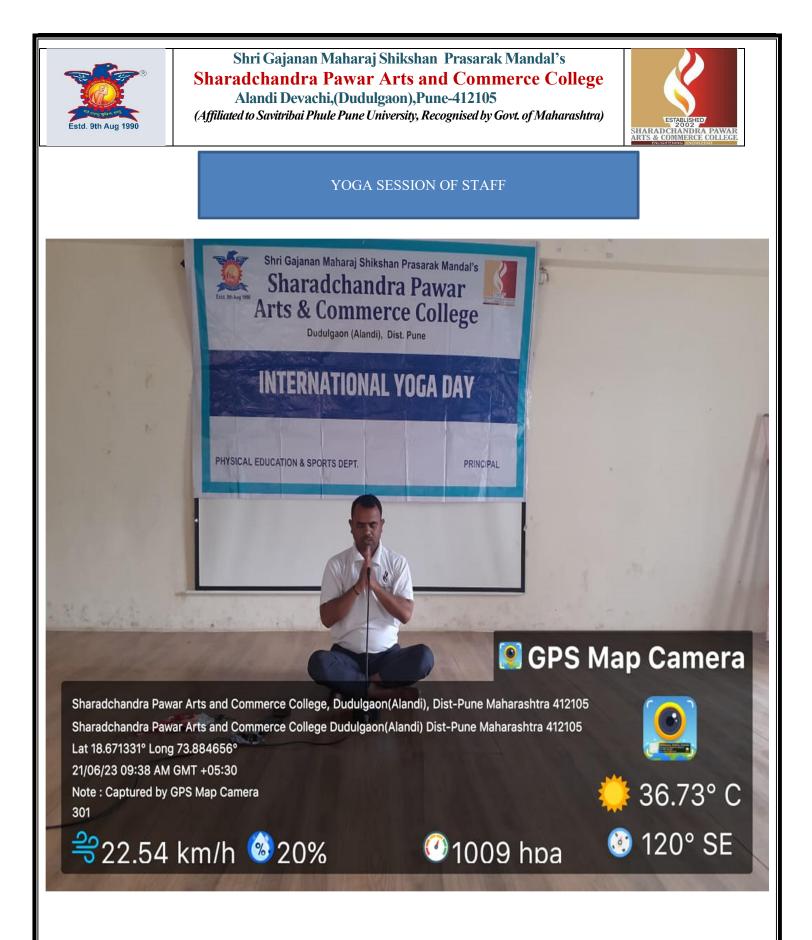






















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# STAFF HEALTH CHECK-UP AND VACCINATION







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# SECURITY FOR STAFF





#### CCTV CAMERA AT ENTRANCE



**CCTV CAMERA IN OFFICE** 

#### **CCTV CAMERA AT OFFICE ENTRANCE**



#### **CCTV CAMERA IN EXAM**



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## **CCTV CAMERAS ON EACH FLOOR**



FIRE SAFTEY DEVICE ON EACH FLOOR



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# SECURITY GUARD AT THE COLLEGE ENTRANCE







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# Staff welfare practice for female staff member-Provision for Sanitary Napkin Vending Machine





Staff welfare practice for female staff member-Provision for Sanitary Napkin Vending and Incinerator Machine



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# UNIFORMS FOR TEACHING AND NON-TEACHING STAFF



