



लेडी श्री राम कॉलेज फॉर वुमन  
(दिल्ली विश्वविद्यालय)

*Lady Shri Ram College For Women*

(UNIVERSITY OF DELHI)  
NAAC 'A' Accredited

**Lady Shri Ram College for Women**

**University of Delhi**

**Supporting Documents for 6.3.1**

**Staff Welfare Measures**

**LSR follows all the Leave Rules and Regulations  
as notified by Delhi University**

**Link for leave rules for teaching staff:**

[https://www.ugc.ac.in/pdfnews/4033931\\_UGC\\_Regulation\\_min\\_Qualification\\_Jul2018.pdf](https://www.ugc.ac.in/pdfnews/4033931_UGC_Regulation_min_Qualification_Jul2018.pdf)

**Link for leave rules for non-teaching staff:**

[http://www.du.ac.in/du/uploads/Rules\\_Policies\\_Ordinances/Non\\_teaching/71013\\_New%20Terms%20&%20Conditions%20of%20non%20teaching%20employees%202013\\_1%20.pdf](http://www.du.ac.in/du/uploads/Rules_Policies_Ordinances/Non_teaching/71013_New%20Terms%20&%20Conditions%20of%20non%20teaching%20employees%202013_1%20.pdf)

**Link for statutes related to Pension and Gratuity:**

[https://upload.indiacode.nic.in/showfile?actid=AC\\_CEN\\_9\\_30\\_00039\\_192208\\_1523344160352&type=statute&filename=02\\_Statutes%20DU.pdf](https://upload.indiacode.nic.in/showfile?actid=AC_CEN_9_30_00039_192208_1523344160352&type=statute&filename=02_Statutes%20DU.pdf)

**Link for rules related to treatment/regularisation of hospitalisation/ quarantine period during COVID-19 Pandemic**

<https://documents.doptcirculars.nic.in/D2/D02est/SCL%20orderKGYgd.pdf>

Leave Benefits		Teaching Staff	Non-Teaching Staff
1	Casual Leave	8CL + 2RH	8CL + 2RH
2	Half Pay leave/ Commuted Leave	20 after 1 year of completed service	10 in January onwards and 10 in July onwards
3	Duty Leave	Maximum 30 days	No
4	Maternity Leave	180 days	180 days
5	Paternity Leave	15 days	15 days
6	Study Leave	3 years	NA
7	Sabbatical Leave	2 years	Nil
8	Leave given to participate and present papers in Seminars	Yes	NA
9	Online Submission of Casual Leave	Yes	Yes
10	Leave due to COVID-19	15 days of special casual leave as per the notification issued by Department of Personnel and Training	Yes

**List of Teachers who have availed Child Care Leave for 2016-21**

S.No.	Year	Teachers Name
1.	2016-17	Dr. Smita Sehgal, Dr. Ujjayini Ray, Dr. Vandana S Bhan, Dr. Arti Minocha, Dr. Karuna Rajeev, Ms. Bhawana S. Jha, Ms. Mitali Mishra, Dr. Kalyani, Dr. Jonaki B Ghosh
2.	2017-18	Dr. Shwetanshu Bhushan, Dr. Arti Minocha, Ms. Bhawana S. Jha, Dr. Jyoti Darbari, Ms. Mitali Mishra, Ms. Deepika Papneja, Dr. Jonaki B Ghosh
3.	2018-19	Dr. Smita Sehgal, Dr. Ujjayini Ray, Dr. Arti Minocha, Dr. Arunima Ray, Ms. Deepika Papneja, Dr. Monika Singh, Dr. Jonaki B Ghosh
4.	2019-20	Dr. Jyoti Darbari, Ms. Deepika Papneja, Dr. Renu Gautam, Ms. Smriti Sharma, Ms. Maitreyee Mandal, Ms. Janet Lalawmpuii C
5.	2020-21	Dr. Arunima Ray, Dr. Jonaki B Ghosh, Ms. Smriti Sharma, Dr. Sarika Kalra, Ms. Maitreyee Mandal, Ms. Janet Lalawmpuii C

## List of Teachers who have availed Study Leave from 2016-21

S.No.	Year	Teachers Name
1.	2016-17	Ms. Punam Meena, Ms. Jyoti Darbari, Ms. Sentisungla L., Dr. Monika Singh
2.	2017-18	Ms. Sentisungla L., Ms. Rashmi Jayarajan, Dr. Bindu Menon & Dr. Maya Joshi (Fellowship for Research)
3.	2018-19	Ms. Karuna Rajeev, Ms. Wafa Hamid, Ms. Siksha Deepak
4.	2019-20	Ms. Karuna Rajeev, Ms. Wafa Hamid, Mr. N. Maheshkanta Singh, Mr. Jonathan K V, Ms. Nayana Dasgupta, Ms. Rashmi Jayarajan
5.	2020-21	Ms. Karuna Rajeev, Mr. N. Maheshkanta Singh, Mr. Jonathan K V, Ms. Nayana Dasgupta, Ms. Deepika Papneja

Retirement Benefits		Teaching Staff	Non-Teaching Staff
1	Government Insurance Schemes	Group insurance scheme from LIC	Group insurance scheme from LIC
2	Gratuities, Pension and all other government welfare schemes and measured are given	As per Govt. Of India rules from time to time	As per Govt. Of India rules from time to time

Medical Benefits		Teaching Staff	Non-Teaching Staff
1	Medical care	Yes	Yes
2	First-Aid Facility	Yes	Yes

Loan Benefits		Teaching Staff	Non-Teaching Staff
1	Loan Facilities	As per Govt. Of India rules from time to time	As per Govt. Of India rules from time to time

Research Assistance to Faculty		Teaching Staff	Non-Teaching Staff
1	Complete support and assistance is provided to the staff for pursuing higher studies	Yes	NA

2	Faculty enhancement programmes	Yes	NA
3	Minor Research Projects	Yes	NA

**Number of Faculty and Non-Teaching Staff members who availed various medical and travel concession benefits:**

<b>Years</b>	<b>Medical Re-Imbursement</b>	<b>Children's Education Allowance</b>	<b>LTC/HTC Re-Imbursement</b>
2016-17	68	21	22
2017-18	64	48	43
2018-19	67	49	38
2019-20	70	54	36
2020-21	58	40	44

<b>Other Facilities</b>		<b>Teaching Staff</b>	<b>Non-Teaching Staff</b>
1	Celebration of important festivals	Yes	Yes
2	Canteen -Subsidized Food	Only Tea	Only Tea
3	Lunch Room	Yes	Yes
4	Computer & Psychology Lab Facilities	Yes	Yes
5	Insurance for last grade staff	NA	As per Govt. Of India rules from time to time for both teaching and non-teaching staff  Medical card- is also provided to outsourced staff by their company
6	Department Rooms	Yes	NA
7	On time payment of salary / Salary Slips	Yes	Yes
8	Flexible working hours	Yes	Yes
9	Grievance Redressal Cell	Yes	Yes

10	ICC	Yes	Yes
11	Parking Facility	Yes	Yes
12	Internet	Yes	Yes
13	Staff Quarters	Yes	No
14	Farewell celebrations	Yes	Yes
15	Facilitation for completing 25 years of service	Yes	Yes
16	COVID-19 Vaccination Drive	Yes	Yes

**Leave Application form for Teaching Staff**

**LADY SHRI RAM COLLEGE FOR WOMEN**  
New Delhi

**CASUAL LEAVE FORM**

1. Name of the Employee .....

2. Designation ..... Department .....

3. Leave required ..... days from ..... to .....

4. Purpose of leave .....

Dated : \_\_\_\_\_

\_\_\_\_\_  
Signature of Employee

**FOR OFFICE USE ONLY**

Casual leave due for \_\_\_\_\_ days as on date.

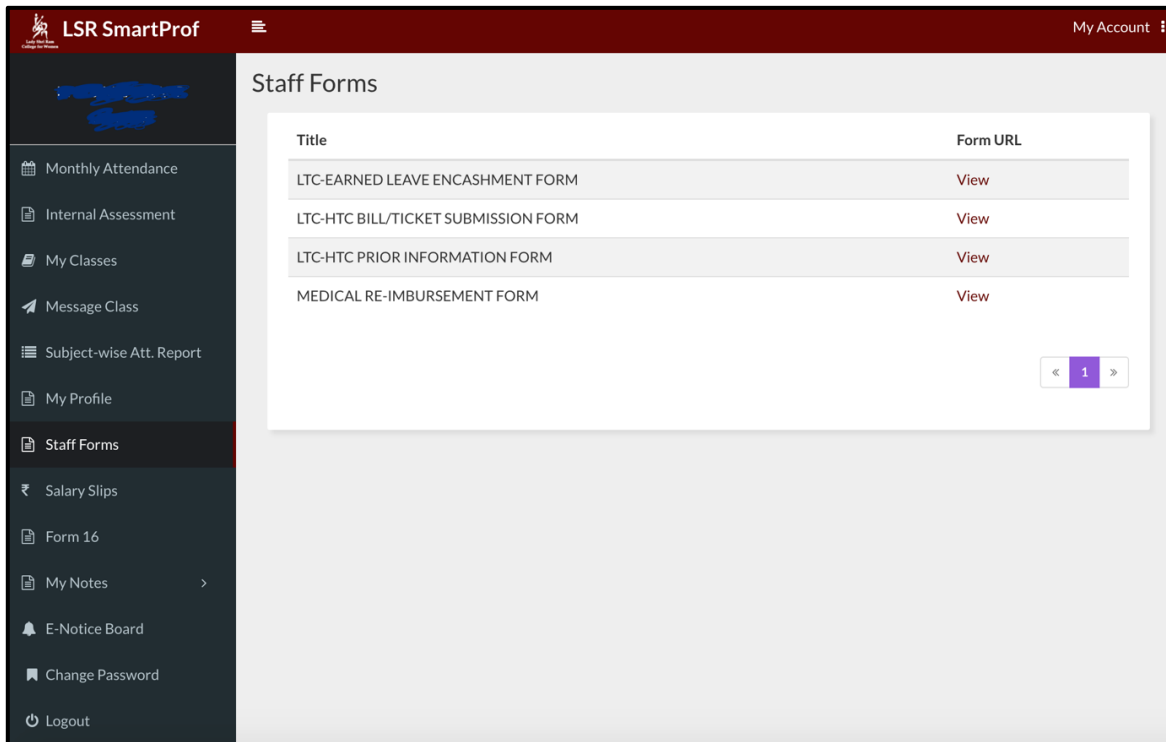
Remarks, if any \_\_\_\_\_

Leave sanctioned / Not sanctioned

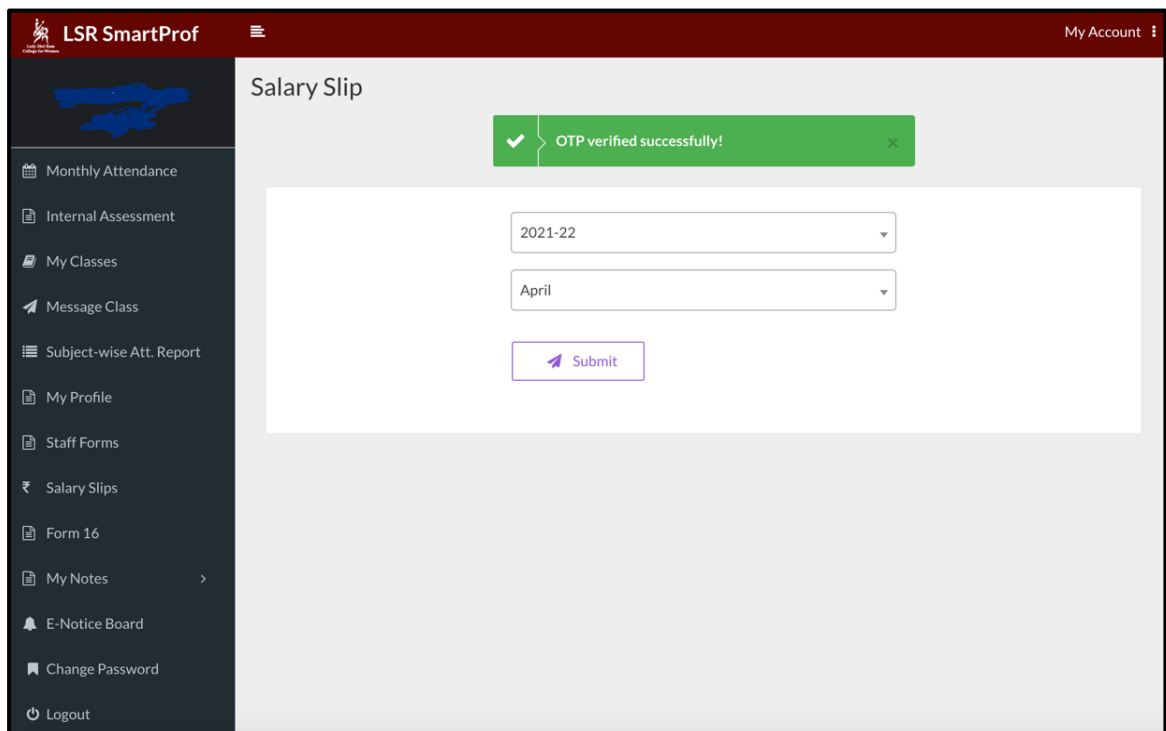
Dealing Assistant

A.O./Principal

**IT Infrastructure: Application forms for various benefits can be accessed by faculty on online portal**



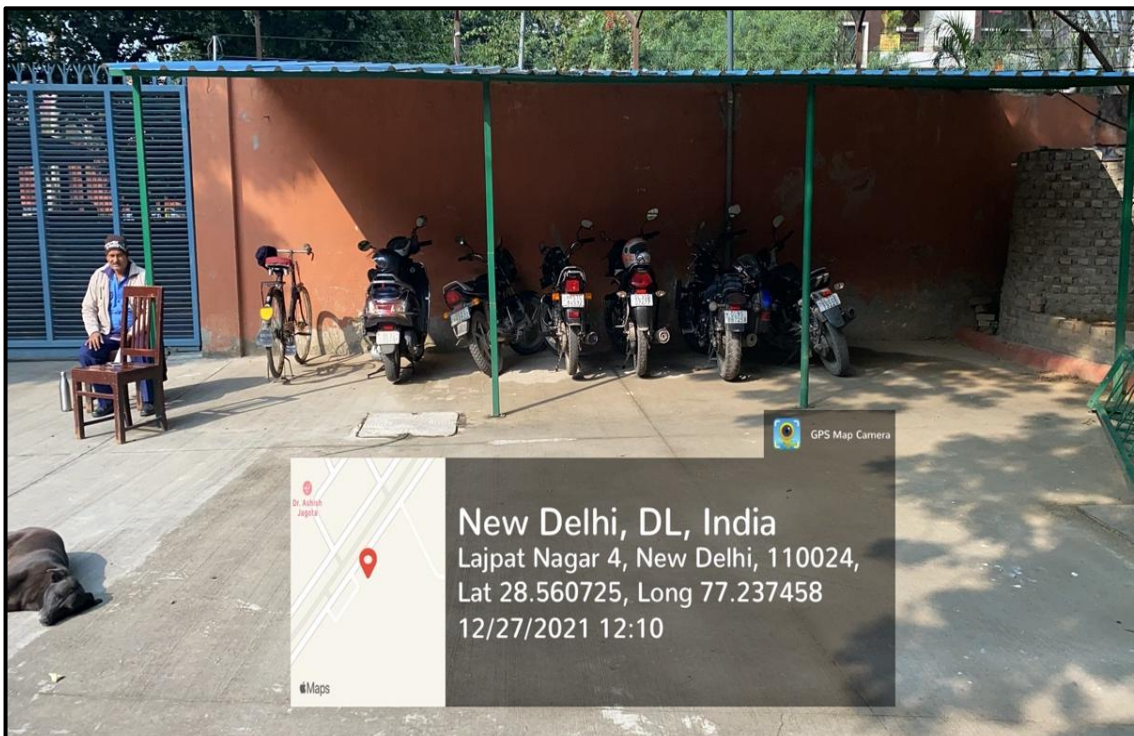
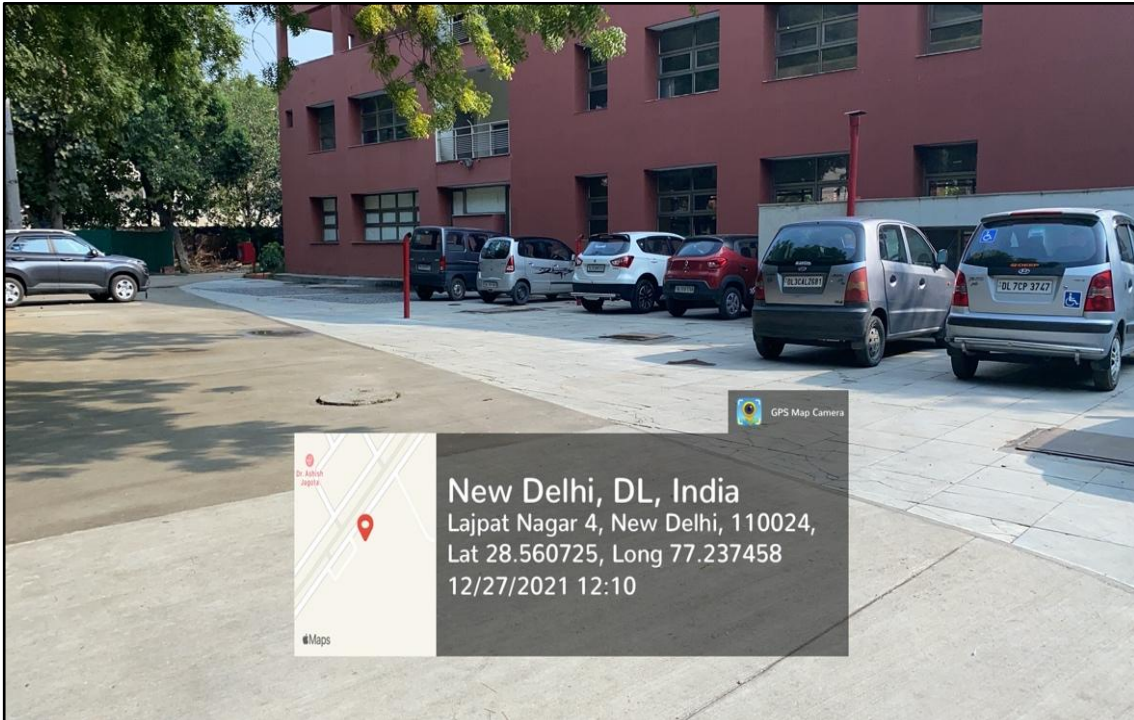
**Salary Slips available on the portal**



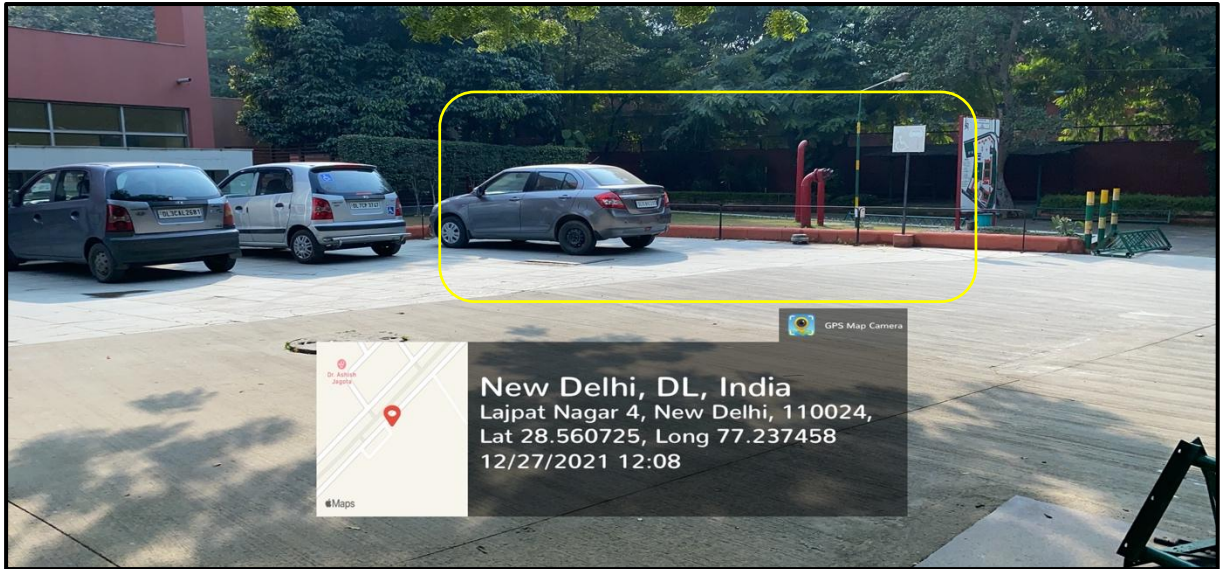




## Parking Facility for Staff



## Parking facility for Faculty members with Disability



## Welfare Infrastructure

### Bank Facility and ATM (both are accessible)



## Facilities for Staff





**Staff Room**



## Locker facility



## Computer facility for teachers



## GYM Facilities



## Braille Enabled Boards



## Visitors Room







## COVID Vaccination Drive

Covid-Vaccination Drive was organised by the LSR college in collaboration with ZEE-TV ON campus on 14<sup>th</sup> August 2021 and 16<sup>th</sup> December 2021. The drive witnessed good participation by faculty, non-teaching staff and people around.



## Felicitation of Teachers completing 25 years of service in the college during Annual Day

