

**Krishna Kanta Handiqui State Open University
Guwahati, Assam, India**

POLICY ON WELFARE MEASURES



**(Approved by the Board of Management in its
51st Meeting held on 27/09/2019)**

1. Preamble:

The University pledges to ensure welfare for its employees in terms of comfort and improvement in their efficiency level of the employees in discharge of their duties. The term 'Employee Welfare' refers to various facilities, services and amenities offered to employees by the employer for improving their health, efficiency, economic betterment and social status. The University is fully committed to the welfare of its employees to keep their motivation levels high.

2. Definitions:

2.1 University means Krishna Kanta Handiqui State Open University.

2.2 Employee: Employee of the University that includes officers, teachers and other employees of the University.

2.3 Employer: Authority of the University.

2.4 Welfare means the facilities for the improvement of the employees.

2.5 Canteen means a place established by the University where good quality food is available at a subsidised rate.

2.6 First Aid means first and immediate assistance given to any person suffering from injury or illness.

2.7 Recreation means refreshment of body, mind and spirit through play or the like.

2.8 Child Care Centre means a centre where adults take care of children in place of their parents.

3. Purpose of the Policy:

The aims of the Welfare Measures Policy are as follows -

- I. Motivate the employees by satisfying their needs to contribute to the Mission of the University.
- II. Provide security to the employees against social risks like health.
- III. Helps to improve trust level and goodwill of the University amongst the employees.
- IV. To encourage the participative approach to ensure welfare.

4. Applies to:

All Employees of the University holding a permanent appointment or a tenure appointment. While permanent employees could get the benefit of all the welfare measures, contractual and part-time employees may get the benefit of select welfare programmes. The University is committed to adoption of policies for Group Health Insurance under which the employees and the families of the employees could be covered. The University may also provide for canteen facilities, first aid for medical emergencies, recreation facilities to keep the employees physically and mentally fit, provision for child care facilities, organising cultural programmes and family picnics for improving the morale of the employees.
