

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

**The following facilities are provided to all employees for efficient functioning:**

1. Salary structure of Teaching Staff as per Gujarat Government pay scale
2. Employee provident fund (EPF) with Pension scheme for all teaching staff
3. For career advancement & Time bound promotion for all Teaching staff through TIKU commission and University grants commission pay scales
4. On retirement or resignation: the employee will get the benefit of gratuity
5. Transport allowance: All staff is to get transport allowance as part of their salary.
6. Medical Allowance: All staff is to get medical allowance as part of their salary.
7. Casual Leaves: All staff are to get 15 Casual leaves per year
8. Restricted Holidays: 2 Restricted Holidays per year
9. Earned Leaves: All staff are to get 15 earned leaves per year
10. Medical Leaves: Up to 20 days (half pay) or 10 days (full pay) medical leave per year for all staff can be granted / availed in case of hospitalization or getting operated due to serious illness, accident of employee
11. Maternity (6 months)/ Paternity (15 days) full paid leaves as per Gujarat Government norms
12. Leave Travel Concession (LTC): All staff are to be entitled to get *LTC* once in four years for meeting their excursion expenses to various parts of the country, within 3000 km one way.
13. Reimbursement for Medical expenses: Employee who does not avail any medical allowance with his/her salary and their immediate/dependent family members shall be also entitled to complete reimbursement of any surgical procedure or hospitalization provided it is carried out in any AMC MET DENTAL AND MEDICAL HOSPITALS.
14. Health book: All staff is to provide health book.
15. Free Dental treatment for the staff
16. Separate Staff vehicle parking
17. Subsidized medical store
18. Cafeteria
19. Central Library
20. Staff Quarters: Staff quarters within the campus are to provide accommodation for all permanent employees. House rent allowance (HRA) is provided monthly to all employees who do not avail this accommodation facility.
21. Sports facilities
22. crèche facility

### **Welfare schemes for Teaching Staff:**

1. Vacations: 33 days summer vacation and 17 days Diwali vacation are given to the entire teaching, on rotation basis.
2. Special leave: Teaching faculty can take up to 30 days of full pay leave per year, which is granted under special circumstances such inspections, attending conferences, workshops, faculty development programs, invited as an examiner as per Gujarat Government policy. conferences/seminars/workshops/exam duties

### **Welfare schemes for Non Teaching Staff are as follows:**

1. National pension scheme (NPS) for AMC Staff
2. Career advancement- Higher pay scale for Non-Teaching staff
3. On Voluntary Retirement Scheme (VRS) the employee will get the benefit of gratuity
4. Group insurance for AMC staff
5. Washing allowance & Dressing allowance for nursing staff
6. Welfare Loan for AMC staff