Additional Data Index

Metric No. 6.3.1: The institution has effective welfare measures for teaching and non-teaching staff

S. No.	Particular	Page No
1.	Service Manual	3-13
2.	Monetary Incentive and Sponsoring Policy	14-17
3.	No Interest Loan	18
4.	Children's education	19
5.	Concession in Fee- Staff	20
6.	Maternity Leave	21-25
7.	Creche facility	26-28
8.	Accommodation	29
9.	Arranged Movie Show for Students, Faculty	30-31
	and Staff	
10.	Silver Coin distributed to Faculty and Staff on	32
	Diwali Festival	
11.	Staff Boys received Uniform	33
12.	Organic vegetables, grains, and fruits	34-41
13.	Free transport, Wi-Fi, indoor game, yoga,	42-48
	gym and subsidies meal @ Canteen facility	
14.	Employee Provident Fund, ESIC, Minimum	49-53
	wages	



6.3.1 The institution has effective welfare measures and performance appraisal system for teaching & non-teaching staff.

Indore Institute of Pharmacy gives numerous welfare benefits to both teaching and non-teaching personnel since we feel that staff and faculty are the most important components of any company.

- 1. IIP contributes to the Employee Provident Fund for employees.
- 2. IIP strictly enforce Minimum Wage System, ESIC, and Gratuity.
- 3. The institute provides no-interest loans and salary advances to its employees in need.
- 4. Each faculty cabin now features a desktop HP computer system equipped with an Intel i5 12th Generation -12500 processor, 16 GB RAM, 512 GB M.2 NVME SSD, 22" LED screen, and Windows 11 OEM. Also included are a 22" Samsung monitor, keyboard, and mouse.
- A Research Policy is designed to recognize faculty for their contributions in research and patent filings.
- 6. According to the policy, the Institute pays a portion of the cost of patent filing.
- 7. Wi-Fi available across the campus.
- 8. We offer academic leave for our workforce to pursue higher education.
- 9. Provide library facilities for staff to study and conduct research.
- Faculty are given a login password to access DELNET computer systems in staffrooms and cabins.
- 11. IIP encourages employees to participate in various activities. We provide leaves and financial incentives to accomplish this.
- 12. To support staff children's education, IIP offers half-fee entry and computer facilities.
- 13. We offer maternity leave to employees at half wage for two months.
- 14. The institute provides free transportation for all staff to commute daily.
- 15. We offer indoor and outdoor sports for employees to unwind after a busy workday and boost their energy and attitude.
- 16. Staff members who wish to remain on campus can stay in accommodations at a discounted rate and have free wifi.







- 17. In order to help our employees achieve total fitness and improve their mental and physical health, we have given them access to facilities including a gym, yoga, and meditation programs.
- 18. Our campus has a canteen where staff members can have delectable prepared meals at discounted prices.
- 19. All employees are entitled to free transportation, and employees who stay late for critical work outside regular business hours are given special transportation.
- 20. Campus offers subsidized organic veggies produced from internal farms.
- 21. Screening a high-budget film on its first day of release, with a planned audience of 2500 people (students, teachers and staff) dispersed across 5 sites and 12 show times.
- 22. Distributed silver coins to Faculty and Staff during Diwali celebration.
- 23. We offer a crèche option for staff who wish their children to stay while they work.
- 24. We provide sanitary pad vending machines on campus for female faculty and staff.
- 25. We provide transportation allowance for teaching staff attending national/international conferences and seminars.







Shail Group of Institutions

Service Manual

Shail Educational & Welfare Society







FOREWORD

Dear Team Members,

Academic excellence is sine-qua-non of any institution of higher education which is striving for excellence. We understand that academic excellence isn't mere enhancing technical competence and deploying qualified faculty. It is also about creating suitable academic environment which is conducive for all round growth. Attracting best of faculty, compensate them adequately for their growth, enable them to live with dignity and putting in place such systems that enable an employee to perform to his full potential is central to maintain excellence in learning and proliferation of knowledge. Considering this need, we have created this Service Manual on Human Resource Management & Development for institutions of Shail Educational & Welfare Society (SEWS).

I expect each and every member of my team to study, absorb, and internalize the values, ethos and systems and strive to follow them as outlined in this manual.

Arun S Bhatnagar Director General

Institutional Excellence and Systems

Shail Educational and Welfare Society (SEWS) was incorporated in the year 2002 with a vision to setup professional institutions and groom the younger generation to become world-class technocrats and managers. It firmly believes that there are primarily two factors that need be addressed on the path to excellence which are:

- i) Deployment of motivated faculty and maintaining academic and professional tenor
- ii) Supporting the faculty and students with state-of-the-art infrastructure to result effective knowledge transfer (teaching-learning) and research as well as holistic development of the students and its employees.

In this pursuit, SEWS has evolved various academic-administrative systems including effective human resource management processes. Keeping this in view, this Service Manual is formulated to address the issues of effective facilitation and motivation of faculty and support staff.

This Employee Service Manual comprise of Working Rules & Code of Conduct (more specifically outlining the service conditions & expectations from employees of SEWS) in addition to highlighting the ethos and value system of SWES in its pursuit of serving the Indian Society

This service manual is intended to serve as a ready-reckoner to an employee by providing an overview of human resource management processes and the conditions of employment intertwined with considerable human-orientation and humane-working conditions.

It is hoped that this service manual would generate good understanding between employees and management resulting into stronger bonding and teamwork.





Contents

Foreword

Relevance of Service Manual

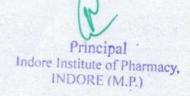
Preamble & Coverage

1.0	Pream	6	e
* * *	T T C COLLEGE	ς,	

- 2.0 Coverage
- 3.0 Revision & Changes
- 4.0 SHAIL Educational & Welfare Society (SEWS)
- 4.1 Long Term Vision & Development
- 4.2 Indore Institute of Science & Technology (IIST)
- 4.3 Indore Institute of Pharmacy (IIP)
- 4.4 Institute of Management & Research (IIMR)
- 5.0 Human Resource Management (HRM) Policy at SEWS
- 5.1 HR Organization Chart
- 5.2 Employee Categories
- 5.3 Working System & Leave Rules
- 5.4 Leave Principles
- 5.5 Type of Leaves and Admissibility
- 5.6 TA & DA Systems
- 6.0 Human Resource Planning & Recruitment and Selection
- 6.1 HR Planning
- 6.2 Recruitment & Selection
- 6.3 Induction & Orientation
- 6.4 Probation & Confirmation
- 7.0 Compensation Systems at SEWS
- 7.1 Total Benefits to an Employee
- 7.2 Prevailing Salary Grades (2018-19)
- 7.3 Approach to Pay Fixation
- 7.4 Annual Increments/Special increments
- 7.5 Pay Computation & Disbursal
- 7.6 Welfare Amenities/Schemes & Facilitation's
- 8.0 Employee Performance Management
- 9.0 Motivation through Recognition & Rewards

10.0 Talent Sharpening Systems





Assistant Professor 1. Rs. 15,600 – 39,100 + upto Rs. 6000 (AGP) 2: Associate Professor Rs. 37,400 - 67,000 + upto Rs. 9000 (AGP)3. Professor Rs. 37,400 – 67,000 + upto Rs.10000 (AGP) 4. Principal Rs. 37,400 - 67,000 + upto Rs. 10000 (AGP) + 3000(Principal Allowance)

Salary Grade Structure (Technical/Skilled Staff)

S. No	Post	Pay Bands
A	Chief Librarian	12,000 -420-18300
В	Programmer (SG)/ Librarian (SG)/ Registrar -	10000 - 325-15200
C	Librarian/Programmer / Dy. Registrar/Sports Officer	8000 –275- 13500
D	Asst. Registrar/ Lab. Tech (SG)/ Asst. Librarian/ Workshop Incharge	7000 – 200-11000
Е	Lab. Tech (Sr. Scale) /Workshop Instructor (Sr. Scale)	6000 – 175- 9500
F	Workshop Instructor/Lab. Tech	5000 - 125-7500
G.	Lab. Asst./Library Asst./ Workshop Instructor (Jr. Scale)	4500 -100-6500

Salary Grade Structure (Admin & General Staff - Class III & IV)

S No	Post	Pay Scale (Proposed)
A	Head Clerk / Care Taker (Sr. Scale) / Office Executive / Site Supervisor	6000 –200-10000
В	Sports In-charge / Care Taker/Sr. Office Asst./Jr. Account Officer	5500 – 175-9000
C	Office Asst/Cashier /Store Keeper/Account Asst	5000 -150- 8000
D	U.D.C.//Driver (Grade I Scale)	4500 –125-7000
Е	Book Lifter/Lab. Attendant/Office Attendant /office Equipment Operator/L.D.C./Driver (Grade II Scale)	4000 –100-6000
F	Electrician/Plumber	3500 - 75-5700
G	Peon/ Safai-wala/ Helper/Mali / Watchman / Conductor	3050 - 75-4550

Officers & Managers with SGI (Non-academic Depts.)

The officers in non-academic departments such as SDC, Administration, Finance who are currently recruited on case to case basis are employed based on qualification, experience and expectation as per JD. They are employed on a consolidated salary as decided by Management Committee.





7.3 Approach to Pay Fixation

The initial basic Pay for new recruit is determined through negotiations at the time of interview/selection process, considering the pay-band applicable to his position/post. Higher emoluments for technical staff may be considered based on qualifications, experience and performance on the approval of the Director.

A maximum of four advanced increments may be considered by selection committee to protect the new recruit's current pay or even to attract him to SEWS; otherwise, the committee can recommend an additional pay/ad-hoc-allowance type to make the offer attractive enough for the recruit to join SEWS. Such practices are resorted to keep employees within the set pay structure and to avoid obvious anomalies and other employee grievances. This pay is also called as special-pay or personal-pay etc.

Only the eligible technical staff that fulfills the prescribed norms recommended by AICTE will be granted pay-scale pay as per the corresponding pay-band.

7.4 Annual Increments/Special increments

Normally SEWS employees are given annual single increment once a year after performance appraisal on the basis of satisfactory performance through the year. This is meant to recognize the enhanced human capital and also to reward the loyalty. The following formalities are essential for making this exercise objective, as annual increment is not fully mandatory

- · Perusal of full year attendance
- · Satisfactory ratings in the annual or periodic appraisal reports on performance
- No disciplinary action proposed or initiated
- A written report from the HOD for the granting of increment
- · Any other conditions

In special cases, such increments may be given even after six months; particularly to take care of exceptional contribution to the institution as well as demonstrating exemplary loyalty to the institution.

Normal practice is to constitute a committee under the chairmanship of a Director General/Principal to consider the above for deciding about additional increments.

In cases, where an employee cannot get normal-annual increments over more than two years (end of the scale etc), could be for variety of other reasons, there is a compassionate approach to provide for stagnation increment; given one increment once in two years, with the special permission of the competent authority.

Two increments are given when a faculty acquire ME/M Tech degree and three increments for acquiring Ph D degree as a motivation for acquiring higher qualification.





7.5 Pay Computation & Disbursal

Registrar of an institution prepare a monthly attendance certificate after accounting for leave and out-station work and also make a special report on the kind and quantum of work accomplished on the factual basis. This forms the basis for evolving the take-home pay for an employee to be computed by the admin /finance of SEWS after deducting TDS and professional tax as per law.

Salary disbursement will be through the bank account for all admin and faculty staff, except for menial ministerial staff that will be paid in cash

7.6 Welfare Amenities/Schemes & Facilitations

As a progressive employer, SEWS has a number of Employee-Welfare Schemes/Measures. Salient features of some of the key measures include:

- EPF
- Transport facility
- · Uniform & Lunch Subsidy
- Loans & Advances
- · Children Education Support
- · Gym and Indoor Games facility ·
- · Creche facility
- · Wifi campus
- · Gratuity and Minimum wages

7.6.1 EPF

PF is awarded to employees drawing a monthly salary upto Rs 15,000/- at the rate of 12% of basic. For employees drawing above Rs 15,000/- contribution of management is limited to Rs 1,800/-.

7.6.2 Transportation Facility:

Institutional bus facility is available for faculty and staff for free. However senior staff and certain personnel as notified from time and time are required to use their own transport.

7.6.3 Uniform & Lunch Subsidy

This facility is available for the class Group V staff. This includes:

- o Two sets of readymade uniforms per year
- o Two pair of shoes per year
- o Free lunch

Subsidised sumptuous lunch facility is available for all the faculty and staff at subsidesed rates. The rates of the same will be informed to everyone from time to time. Interested faculty and staff are required to submit their names to administration every month to get the benefit of this facility.





7.6.4 Loans & Advances

To facilitate the emergency need of employees to tide over their financial requirements, loan may be made available from within the budgetary provision on case to case basis after due approval of the Governing Body. Loan amount will be based on repaying capacity of the individual and eligibility will be for permanent employee having more than five years of service.

7.6.5 (a) Girl Children Education Support

To support the girl child, studying in secondary school, two girl child of Group VI employees who have completed 2 years of service, will be admissible Rs 5000/- annually on submission of necessary documents like school admit card, fee receipt and a declaration that the student is not receiving any scholarship from any sources.

7.6.5 (b) Benefits to Employee Ward Studying in SGI

The Tuition Fee for the wards of permanent employees, when they seek to study in IIST/IIP/IIMR, would be waived for the entire duration of the programme as per following and subject to the employee continuing to be in service of SEWS:

a. Group II & III: 25% of the Tuition Feeb. Group IV & V: 50% of the Tuition Fee

7.6.6. Gym and Indoor Games facility

All the faculties and staff can avail gym and indoor games facility after working hours without any additional charges. Interested staff are required to submit their names to the Sports department every month.

7.6.7. Creche facility

An important provision, Section 11A, introduced by the Maternity Act is that any establishment which has <u>50 or more employees</u> shall have the facility of <u>creche</u>. Looking into such requirement, SEWS is providing free Creche facility so that employees can bring hteir child and can look after their kid during the working hours. Creche facility has the following facility available:

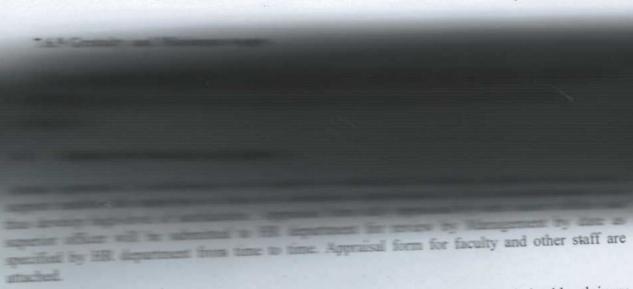
- i. provide adequate accommodation
- ii. be adequately lighted and ventilated
- iii. be maintained in a clean and sanitary condition;
- iv. be under the charge of women trained in the care of children and infants.

7.6.8 Wifi campus

SEWS campus provides free wifi facility to all its faculty and staff members on their laptops.







Periodic appearsal of performance with respect to yardsticks in totality, coupled with advisory support enables the employee to focus on continuous improvement of his accomplishments and thus develop high-level of satisfaction. For instance, typical set of performance management elements for faculty are as below:

- A faculty provides a specific Unit Completion Report of the classes taken up, attendance of students and feedback of the students (Impressions)
- Submits results of periodic assignments/quizzes/tests and examinations
- Possibly, collect unit-wise or mid-sem feedback from the students
- Faculty to provide an integrated quarterly report to his HOD(accomplishments v/s targets, developmental projects/tasks; or a self-appraisal report as per the pro-forma)
- One-to-One interaction or appraisal meeting by the HOD,
- Appointment of a mentor or a special facilitator with necessary technical or other
- Evolve a strategy in consultation with the faculty to support and motivate recommend or sponsor for specialized training or for acquiring additional qualifications like M. Tech or PhD on suitable facilitation basis
- After 4 to 6 such quarterly reviews some recognition in suggested (advanced increments, fast-track promotion, training abroad etc) in deserving cases

HR consolidates the performance of the faculty on an annual basis and classify them into exemplary/ outstanding/well-above average etc. and also identifies low-performing faculty (under the guidance of the Principals). A duly constituted committee of specialists would advice the kind of motivation to be given to the well-performing faculty; after approval by the competent authority

8.1 Continuous Professional Development (CPD)

Continuous professional development of faculty is sine-qua-non for maintaining the tenor of academic excellence in a knowledge-based institution like SEWS. For the faculty it means meeting their academic aspirations, and for SGI, it results in enhanced knowledge & human capital and has an integrated perspective towards development of its employees, having the following considerations:

Individual need based Development suiting to the institute

7.6.9 Gratuity and Minimum wages

The class III and IV employees are getting salaries as per the prevailing minimum wage based on the Minimum Wage Act. Also Gratuity is being paid to employees on their full and final settlements.

8.0 Employee Performance Appraisal

Annual appraisal of performance with respect to yardsticks in totality, coupled with advisory support enables the employee to focus on continuous improvement of his accomplishments and thus develop high-level of satisfaction. Appraisal form duly appraised by next senior officer and superior officer will be submitted to HR department for review by Management by date as specified by HR department from time to time. Appraisal form for faculty and other staff are attached.

Periodic appraisal of performance with respect to yardsticks in totality, coupled with advisory support enables the employee to focus on continuous improvement of his accomplishments and thus develop high-level of satisfaction. For instance, typical set of performance management elements for faculty are as below:

- A faculty provides a specific Unit Completion Report of the classes taken up, attendance of students and feedback of the students (Impressions)
- Submits results of periodic assignments/quizzes/tests and examinations
- · Possibly, collect unit-wise or mid-sem feedback from the students
- Faculty to provide an integrated quarterly report to his HOD(accomplishments v/s targets, developmental projects/tasks; or a self-appraisal report as per the pro-forma)
- One-to-One interaction or appraisal meeting by the HOD,
- Appointment of a mentor or a special facilitator with necessary technical or other facilitation
- Evolve a strategy in consultation with the faculty to support and motivate recommend or sponsor for specialized training or for acquiring additional qualifications like M. Tech or PhD on suitable facilitation basis
- After 4 to 6 such quarterly reviews some recognition in suggested (advanced increments, fast-track promotion, training abroad etc) in deserving cases

HR consolidates the performance of the faculty on an annual basis and classify them into exemplary/ outstanding/well-above average etc. and also identifies low-performing faculty (under the guidance of the Principals). A duly constituted committee of specialists would advice the kind of motivation to be given to the well-performing faculty; after approval by the competent authority

8.1 Continuous Professional Development (CPD)

Continuous professional development of faculty is sine-qua-non for maintaining the tenor of academic excellence in a knowledge-based institution like SEWS. For the faculty it means meeting their academic aspirations, and for SGI, it results in enhanced knowledge & human capital and has an integrated perspective towards development of its employees, having the following considerations:

Individual need-based Development suiting to the institute

- Integrated developmental plans dovetailing with career progression and institutional development & knowledge capital
- Innovative methods and strategies of motivating faculty & staff for self-development and career progression
- Deriving value through innovative budgeting and funding for self-development and selfactualization of faculty & staff
- Ensuring objectivity in selection and development of faculty & staff to maintain harmony and high level of commitment

Salient features of CPD at SGI

- · Undertakes periodic Faculty Talent Search/Hunt
- Determines one or two subjects as core specializations (relevant to SHAIL) per faculty on the basis of proven competence to teach up to PG level and also 4 to 5 peripheral subjects with general teaching ability
- By conducting regular training needs survey evolves training plans in-house to result into a training calendar & for sponsorships of external programs
- Evolves the Individual/group-wise plan of faculty development in such a manner that it supports career progression and succession planning in SGI
- Promotes or motivate faculty/staff for Self-learning through institutional support for self-learning/seeking higher qualifications;
- As a policy, may provide 10% of actual teaching hours in the previous year as a time available for the faculty for utilizing their self-development.
- Ensures holding one in-house developmental program every month (when internal faculty makes presentations & shares their experiences)
- Makes it mandatory for every faculty to publish at least one technical paper in a semester/year
- Earmarks a small budget ranging from Rs. 500 to 2000 per year depending on the level of faculty to support their membership of professional bodies, buying books/ journals in the areas of further study/research and/or funding equipment etc for the research work
- System of study leave to facilitate further study is limited to not more than 5% of the faculty at a point of time
- Earmark senior faculty to liaise with AICTE/UGC for taking advantage of all their support programs in QIP including research grants

8.2 Innovative Approaches to strengthen SEWS-Academic Environment

IQAC

- Each faculty is expected to specialize in one or two subjects as core with related or connected peripheral/allied subjects to the core
- At least one new &-advanced subject of specific interest to each of the faculty need be promoted by extending support and providing opportunities of exposure
- CPD efforts to commence right from the beginning by undertaking Talent Search/Hunt in terms of faculty's interest in the technological & research related subjects/topics a kind of self academic-audit by the faculty





Indore Institute of

INDORE INSTITUTE OF SCIENCE & TECHNOLOGY INDORE INSTITUTE OF MANAGEMENT & RESEARCH INDORE INSTITUTE OF PHARMACY

Monetary Incentive & Sponsoring Policies (With Effect From: 1 July 2018)

Applicable to: All the Assistant Professors/ Associate Professors completing one year of their services in IIST / IIP / IIMR and Principals / Professors with Ph.D.-degree from the date of joining are entitled for the proposed scheme.

- 1. Monetary Incentive for the publishing Technical Paper in National / International Journal:
 - a. Faculty from HST/HP/HMR will be eligible for getting cash incentive for publishing a technical paper in a refereed International Journal / National Journal (The journal must have ISSN / ISBN , and should be there in the list approved by the research committee).
 - b. Recommendation of research committee shall be required on case to case basis from the subsequent approval of Team of Principal and Professor/ Deans.
- c. The incentive shall be for only one paper (International / National) in an academic session.
- d. The incentive amount shall be as follows:

International Journals: 50% of publication fee (if any), subject to maximum of Rs. 3,500/- only.

National Journals: 50% of publication fee (if any), subject to maximum of Rs. 2,500/- only.

- e. The incentive will paid to the first author only.
- 2. Monetary Incentive for Publishing a professional Article :
 - a. The faculty will be eligible for getting cash incentive for publishing a professional article in a reputed periodical / magazine / news paper.
 - b. Recommendation of research committee shall be required on case to case basis from the subsequent approval of Team of Director & Deputy Directors.
 - c. The amount of Incentive shall be as follows:

International Journals: Rs. 2,000/-.

National Journals: Rs. 1000/-.









Affiliated to - RGPV(Bhopal) |Approved by - AICTE(New Delhi) & PCI(New Delhi Register - Under UGC 2(F)

- Monetary Incentive for Organizing / Conducting Workshops / FDP / Training Programme / STTP / Seminar / Symposium
 - a. The program should be sponsored by funding agencies like DST / AICTE / MPCST / CSIR etc. or an industry.
 - b. The convener of the activity will be eligible for getting cash incentive as follows:
 - Rs. 3000/- if the programme is sponsored or collaborated with National Agencies, irrespective of the amount of grant.
 - Rs. 5000/- if the programme is sponsored or collaborated with International Agencies, irrespective of the amount of grant.
- c. The incentive amount is fixed and not dependent upon grant / financial support received from the external agency.
- d. The scheme is applicable to the programmes only with external funding.
- Sponsoring Faculty to attend the Conferences / Symposium / Seminar / Short / Term Courses & Similar Activities: -

A. Activities Abroad

- a. Applicable to: Only to the professors and above with PhD degree & only in the conferences of IEEE/ASME/ASE/ Ministry of Technology of Govt. of the other countries.
- b. A faculty member whose research paper is accepted on a Conference Symposium / Seminar/ or similar activity should try for (i) Waiver of registration fee etc. (ii) Obtaining travel grant from agencies like UGC, AICTE, MAPCOST, RGPV, DAVV, etc. Balance of the actual expenses will be met by Institute subject to the maximum of Rs. 25,000/- inclusive of registration fee, TA & incidental expenses.
- c. If the paper is authored by more than one author, only one author will receive this financial support.
- d. A faculty member will be able to avail the above grant only once in two academic years.

B. Activities in India

a. A faculty member whose research paper is accepted in a National / International Conference / Symposium / Seminar / Short Term Courses & Similar Activities in India will be sponsored up to 50% of the registration fee. He\ she will be given appropriate duty leave for presenting the paper.









Affiliated to - RGPV(8hopai) [Approved by - AICTE(New Delhi) & PCI(New Delhi Register - Under UGC 2(F)

- Budgetary allocation for this purpose shall be a maximum of Rs 50,000/- per department per academic session. It is not necessary to use all the allocation. The funds shall not be carried over.
- e. If the paper is authored by more than one faculty members, only one shall be provided the facilities mentioned above. He/she will submit the certificate of attending the seminar etc. along with a brief report on silent features of the activities.
- d. Faculty may be sponsored for local Seminars/ Symposia/ Workshops etc of good standard. Only registration fee will be paid by Institute in such cases. Maximum two faculty members per department in a semester will be sponsored in each such activity. Decision in this regard shall be taken by the Dean(s).
- e. In case a faculty wishes to attend an academic activity on his/her own expenses, he/she may be granted duty leave on the recommendations of research committee by the Team of Principal and Professor/ Deans.
- A faculty member will be able to avail the above mentioned facilities once in an academic session.
- g. The sponsorship will not be as a matter of right but will be at the discretion of the sponsoring authorities.

C. Short Term Courses

- a. The participation in short Term Courses/STTP etc, where the expenses are fully covered by the organizers, should not only should be encouraged but at times compelled.
- b. Where the organizers do not cover the expenses but it is in the interest of the department & institute, on the recommendation of the concern Dean 50% of financial assistance towards registration fee to the candidate may be given.

D. Membership of Professional Bodies

a. The faculty members who have completed five years of their services in Institute will be given 50% of the fee towards the membership of national & International bodies in the department & Institute. A faculty member will be able to avail this grant only once in two academic years, irrespective of whether the membership is annual or lifetime.

E. IPRs

- a. The application fee for the national IPRs will be sanctioned to faculty members provided the affiliation of the applicant is IIST, only after the actual filing of IPRs.
- b. After the award of national IRP, if the applicant goes for an international patent then the application fee will also be reimbursed.
- c. The request for refund of application fee may be submitted for the approval after the actual filing of IPRs.

F. Research Promotion

- a. The scheme is applicable to Professor & Associate Professor.
- b. There will be one principal investigator & one co-principal investigator.
- c. The institute will sanction Rs. 3, 00,000/- grant over a period of three years.
- d. The PI & Co-PI has to publish atleast 02 papers per acad nic year in SCI Journals.









Affiliated to - RGPV(Bhopal) |Approved by - AICTE(New Delhi) & PCI(New Delhi) Register - Under UGC 2(F)

e. In case of Professor after the completion of research work/project the subsequent publication is mandatory whereas in case of Associate Professor one year of service after the award of PhD is mandatory.

G. General Policies

a. All the other requests with regard to R & D, Training etc, will be considered on the case to case basis. The ream of Director & Deputy Directors will have the final say on these matters.

b. The financial assistance up to Rs. 10,000/- per faculty member (assistant professor/associate professors) per academic year for maximum of any three above mentioned activities will be sanctioned. Participation of faculty members in at least one activity is must.

c. The financial assistance towards the above mentioned activities to Professors and above with PhD degree will be considered case to case basis by team of Principal and Professor/ Deans.

d. Each faculty member is entitled for maximum of 10 days duty leave for participating in mentioned activities.

Arun S Bhatnagar Director General HST/HP/HMR







1. Employee who got no interest loans from the institute

Institution has provided the no interest loan facility but no one has availed it in the year 2023-24











2. Children's Education

List of employees whose chil Non-Teaching)	dren are pursuing B.Pharm in Ye	ear 2023-24 (Teaching &
Students	Staff	Comment
Ms Aayushi Tiwari		Concession
	Mr. Rajesh Tiwari	37,000
Ms.Tanu Kumawat	Mr.Mahesh Kumawat	34,000











AND ASSESSMENT OF AREA PROPERTY.

Indore Institute of Pharmacy 23-24
Opp. IIM, Pithampur Road, INDORE
E-Mail: rb@indoreinstitute.com

Concession in Fee- Staff Ledger Account

1-Apr-23 to 31-Mar-24

					Page 1
Date	Particulars	Vch Type	Vch No.	Debit	Credit
7-Nov-23	To Aayushi Tiwari 0845PY211005 Tuitton Fee 37,000.00 Cr concession Aayushi tiwari towards 50% Tuition Fee for 3rd year 2023-24 as per details attached		JV/11/15	37,000.00	
2-Mar-24	To Tanu Kumawat 0845PY231100 concession 1st year concession slab 40 of Tuition fee 85000/- Tanu Kumawat B -23 S/o Mahesh Kumawat		JV/03/5	34,000.00	
	By Closing Balance			71,000.00	71,000.00
				71,000.00	71,000.00

For Indore Institute of Pharmacy

(GM Finance)









3. Maternity leave

S.No	Staff	Year	Motownity Isaac
1.	Shivangi Patidar	2023-24	Maternity leave Leave Applied for 6 month
2.	Deepika Bhawsar	2023-24	Leave Applied for 6 month





Application for Maternity leave

To. The Principal Indore Institute of Pharmacy, Indore

Subject: Request for Maternity Leave application

Respected Madam,

I am Shivangi Patidar (Assistant Professor) at IIP, I am planning to commence my maternity leave from 04.01.2024 and will resume job after 6 months. To ensure an effortless workflow during my absence, I have coordinated with my colleagues who will oversee my pending responsibilities.

Below mentioned workload was assigned me during this session and here is a Jan 1 de : 09.05 2022

Sr. No.	Subject name	10
1.	Instrumental method of Analysis - Theory	Subject code BP701T
2.	Instrumental method of Analysis - Practical	BP705P
	Product development and technology transfer	MQA104T

I. Examination Part:

- 1. Submitted all sessional copies and award lists of 7th sem (BP701T and
- 2. Submitted Main Practical examination copies of BP705P.
- 3. Submitted First sessional copies of M pharm (QA) 1st sem (MQA104T).
- 4. Prepared and submitted second sessional question paper of M pharm (QA) 1st sem (MQA104T) to exam department.
- 5. Second sessional copies of MQA104T will be checked by Ms. Anita
- 6. Marks of MQA104T will be uploaded by Ms. Anita Patidar.

II. NAAC work: charge of remaining work of criteria 2 is submitted to Dr.

IQAC



III. Academic Part:

- 1. 100% syllabus completed for BP701T, BP705P and MQA104T.
- 2. Completed and submitted registers of BP701T, BP705P and MQA104T.
- 3. Submitted Course files of BP701T, BP705P and MQA104T, only CO PO attainment is pending due to End semester result.

IV. Syndicate charge is given to Dr. sonal syas

Hence, I request you to allow me to take leave from 04.01.2024.

Thank you for considering my request.

Yours sincerely

Shivangi Patidar

Assistant Professor, IIP

Signature of Authorized members

Exam

Incharge

Academic co-

ordinator

co-ordinator

co-ordinator

co-ordinator

Principal

HP





Indore Institute of Pharmacy. INDORE (M.P.)

To, The Principal Indore Institute of Pharmacy Indore (M.P.)

Subject Maternity Leave Request

Respected Madam.

I am Deepika Bhawsar working as Assistant Professor in Your institute. I would like to inform you that I am pregnant and would like to take 6 months of maternity leave beginning from 1 November 2023. I would be back to work after 6 months. I do not foresee any issues in carrying out my duties as usual when I return from leave.

As per the institute maternity leave rules. I am eligible for 6 months of leave before delivery and of leave after delivery. My expected delivery date is 3 January 2024 and I plan to use my entire entitlement to take care of myself and my new born baby as advised by my doctor. I would be able to complete my current assignment before going on leave.

Please let me know if I am required to submit any forms before going on leave

Thank you for your kind consideration. I hope you would consider my request positively.

Yours Sincerely, Deepika Bhawsar

Assistant Professor

IIP. Indore

70, The Paincipal Indone Institute of Phanmacy Indose (M.P.) Subject! Extension of my Maternity leave : Respected Madam, I am Deepika Bhowseur, I am Weiting to Occeptest an Extension of my maternity. leave. · Due to unfaveseen circumstances, I am unable to seelien to mark on the prieviously regueed upon date of 1 may 2024. I am seequesting an Extension of 2 months to allow me to care for my newborn & occourre forom chield birth. I will join forom 1 July 2024. Positively. Thank you four your kind Consideration. I hope you would consider my suspenst positively. your's sincerely Deepika, Bhausarc Asst. Professore IIP, Indose. Deepho May 2024 NDORE (M.P.)

the plans to join

in July 20 24.





4. Creche Facility

Staff	Name of Child	Year
Mrs.Deepika Bhawsar	Mast.Sarvagya Bhawsar	2023-24
Mrs Shivani Vishwakarma	Mast.Shivank Vishwakarma	2023-24

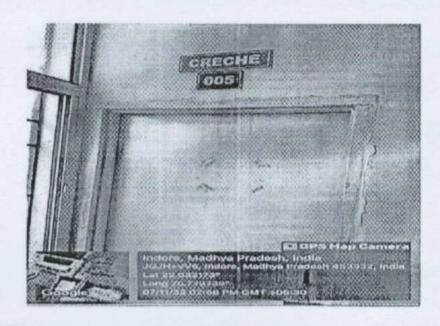














Creche Facility













Creche Facility







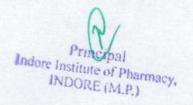


5. Accommodation

Institution has provided Accommodation facility but no one has availed it in the year 2023-24







TERTAINMENT PARK

Date: 09.10.2023

To,

Sahil Education

Indore

Subject: Party Bill of Movie ticket The Vaccine War and Food.

Bill

1. The Vaccine War 166 Member @ 150/-dt. 07.10.2023

2. The Vaccine War 18 Member @ 150/- dt. 08.10.2023

3. Food Bill

Round Off

Total Rs.

24,900/-

2,700/-

2,390/- ~

10/- 1

30,000/-

Word.: Thirty Thousand Rupees Only received through NEFT by HDFC Bank dt. 06.10.2023.

Thanking You

For Amar Construction

Fundore Cin

Authorised Signatory

<u>}</u>

AMAR CONSTRUCTION

Fundore Entertainment Park

Ahead of Rau Circle, Near Medicaps College, Main A.B.Road and ore

GSTN: 23AAPFA8106LIZB

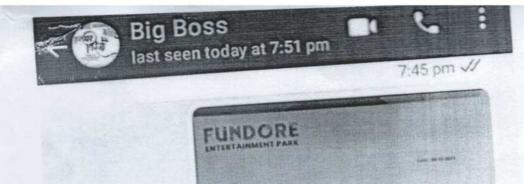
Mob. No. - 94253153

Pkagrawa STITUTE W.com

fundoreindore

NDELWA

⊕ www.fundore.com





Dear Sir

Signature

=

virials App Document

21×30000 x

1) Approval Taken By Shantany Re

As per approval we have arranged movie show for faculty and staff on Saturday 2) Aprilary Taken From Advillary and sunday, 7 & 8 October 2023.

Received bill for same against advance Rs 30000/- (Thirty thousand only) to fundore entertainment.

This is for your kind approval for settlement of advance.



2, NO 311/12/2023 NIM

STATE: MADHYA PRADESH

STATE CODE: 23

GSTIN: 23AAPFP3104R1ZW

(सेठ खियालालजी की दुकान) 5, Shakkar Bazar, Opp. Sarafa Thana, INDORE (M.P.) Ph.: 2504758, 2532758			GSTIN: 2	STATE COI 3AAPFP3104		
ime	: Shail	Educational	and	welf	ve Society	Invoice No.:

1315 INDOR. ddress

STIN Invoice Date: M.P. 1/11/23. State Code: 23. itate

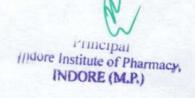
r. Name	e of Product	HSN Code	Qty.	Rate	Amount
	5:114				
	Coin	7118	7900	76500	60 4350/
1 Mahar	DIX 62/2,480X	SHANDELWA	LEROYALE	Per Ka	
Name of the same o	R.Tax; Re	A COMMANT	STATE OF THE STATE	Approved Advisor	WS Group
Total A	Amount of Invoice in Words		Total Amo	unt Before Tax	0 - 1 2 3 0
e. 1.3	twenty two	e thousa	Add : CGS	T 1.5%	90651
			Add : SGS	T 1-5 %	30651
	mond eighty"	19 may	Add : IGS	r %	/
ank Details :	and the second	*1	Total Amo	unt After Tax	622480
	5010400000130		GST payable	on Reverse Charge	
SC Code : BARB ((ZERO) SITALA		Certified that		above are true and correct
erms & Conditions ::) Subject to INDORE) E.&.O.E.		Da	Stop?	For : Pushpa . Authorised Si	



Quality Verific











Issue (ST) Voucher

No SEWS/22 Ref 1454,1455	-23/0616 5/09.12.22	Dated	9-Dec-2022
Rem Name	Godown Batch/Lot	Quantity Rate	Amount
Source (Consum) Shirt's Size 38" (IIS			
Trouser W-30" (IIST) SEWS	4 Pcs 311,00Fc1	1,244.00
*		4 Pcs. 29900Pcs 8 Pcs.	1,196.00
Destination (Prode Shirt's Size 38" (IIST	uction)) Admin		
Trouser W-30" (IIST)	Admin	4 Pcs. 311.00Pcs.	1,244.00
		4 Pcs. 299 00 Pcs.	1,196.00
		8 Pcs.	2,440.00

Narration, Issue to Mr. Sandeep & Rajkumar Office Boy Of IIP Two Shirt & Two Paint Each Given Both

Checked by

Verified by

Authorised Signatory



No.19 B3/06/24 mois का हिसाब aden Adon 30/04/2054 & 31/05/2054 15 5667 7 2807/20-44 3,000 9601-2244 आनलार्न जना 1 TAPED 099124) 967/224 आन लाईड जामा 880/रूपम 6.114 पूराता निम्मा 31451-रत्यपे FOTO 529951, 444 (HOP) 0-100 233651- 4-44 HOTEL SHIT 沙河湾 187701. 7244 आगुलारे जमा too to do 10860/-2-44 03 06 24





No.: CR/12/20

Dated 29-Dec-2023

Shail Educational and welfare society 22-23 Opp. IIM, Pithampur Road, INDORE

E-Mail: rb@indoreinstitute.com

Receipt

Received with thanks from: Mr Dronacharya Dubey

The sum of

: Indian Rupee Nine Hundred Sixty Five Only

By

: Cash

Remarks"

: Being amt. cash received by D. Dubey (store) towards distribution cr. no. 07 &08 dt 28.12.23

& 29.12.23.

Rs. 965.00/-

Authorised Signatory



सक्जी भाजी का हिसाव

विवरण संलग्न

न्मल जाड़ 6401-

पुराना जाही फमा २३० रूपर्य | 560 रूपर्य

आन्तार्भ जमार 310 द्रवय

Hon 1/12/20 to 28/12/20

Total Amount 13130/-

Cash Aman 5890/-

Online 6340/

Pen ding

100 25602

IQAC



No.08 DA 29/12/2023 सक्जी भाजी का हिसान विवरण संलग्न कुल जोड़- 505/-रम्प निकद जेमा 405/- रूपप अग्नाहरू प्रमा 100/- रूपप 司持续是人员的 (1) (1) (1) (1) From 01/12/2023 to 29/12/203 Total Amount - Rr. 13635/ Cash Amount Rs. \$6295/Online Rr. 6440/.
Peneping Rr. 9001. Accept 85.405 Cen



12017



Indore Institute of Pharmacy37 INDORE (M.P.)

	-
27.12.2023	
Record on Date 27.12.2	
hee Distribution F	
/ Grains/Ghe	
ritable	

No. Name of Faculty	Materials Name	uantity	Rate	Amount	Payment	Cash	Online	Pending
1 Mr. Ajay Malviya	Began	500 Grams	40/ Kgs	20	20 Online 27.12.2023		2	20
	Chana Bhaji	500 Grams	80/ Kgs	40	40 Online 27.12.2023		4	40
2 Mr. Nishant Bansalji,	Chana Bhaji	500 Grams	80/ Kgs	40	40 Online 27.12.2023		4	40
3 Mr. Nilesh Naik	Chana Bhaji	250 Grams	80/ Kgs	20	20 Online 27.12.2023		2	20
4 Ms Praveena Shukla	Amla	1 Kgs	40/ Kgs	40	40 Online 27.12.2023		4	40 8
5 Ms Shiwangi Trivedi	Amla	1 Kgs	40/ Kgs	40	40 Online 27.12.2023		4	40
	Chana Bhaji	250 Grams	80/ Kgs	20	20 Online 27.12.2023		2	20
6 Mr. Vishal Vijayvargiya	Amla	2 Kgs	40/ Kgs	80	80 cash 27.12.2023		80	
7 Mr. Mukesh	Chana Bhaji	250 Grams	80/ Kgs	20	20 cash 27.12.2023		20	
8 Ms Praveena Joshi	Chana Bhaji	250 Grams	80/ Kgs	20	20 cash 27.12.2023		20	
	Amla	1 Kgs	40/ Kgs	40	40 cash 27.12.2023		40	
9 Mr. Neeraj Paliwal	Chana Bhaji	500 Grams	80/ kgs	40	40 cash 27.12.2023		40	
	Amla	1 Kgs	40/ Kgs	40	40 cash 27.12.2023		40	
10 Mr. Anand Koushal	Chana Bhaji	500 Grams	80/ kgs	40	40 Online 27.12.2023		4	40
	Amla	1 Kgs	40/ Kgs	40	40 Online 27.12.2023		4	40
11 Mr. Hiralal	Chana Bhaji	750 Grams	80/ Kgs	9	60 Cash Rs. 50/- + Rs.10 online		50 1	10
12 Ms Sweta Agrawal	Chana Bhaji	250 Grams	80/Kgs	20	20 cash 27.12.2023		20	
13 Mr. Dronacharya Dubey	Chana Bhaji	250 Grams	80/Kgs	20	20 cash 27.12.2023		20	
		Total Amount	,	640		0 3	330 310	0



t Amount





Dronacharya Dubey <dronacharya.dubey@indoreinstitute.com>

saction Details Dt.27.12.23

onacharya Dubey <dronacharya.dubey@indoreinstitute.com> osh Pandit <ashutosh.pandit@indoreinstitute.com>

Thu, Dec 28, 2023 at 10:34 AM

Value Dt Withdrawal Amt.							
Value Dt	27/12/23	27/12/23	27/12/23	27/12/23	27/12/23	27/12/23	27/12/23
Chq./Ref.No.	0000336146211062	0000336125406596	0000336121415518	0000336101027990	0000336179033495 27/12/23	0000336134574011 27/12/23	0000336122731350 27/12/23
*** Narration UPI-50100244341931- AKMALVIYA11@OKHDFCBANK-336146211062-	UPI-00361980000208-NISHANT1177@AXL-	UPI-50100237032392-9826016090@PAYTM-	UPI-00000063002740900-9926760357-2@YBL-	2/23 336179033495 COLL FOR PHONEPE	UPI-50100242245002-HIRALAL. JALODIYAGYAN1976@OKICICI-336134574011-	UPI-50100237032669-ANAND.K454@PAYTM-	

09

Deposit Amt.

40

20

40

09

10

ARMA



Group of Institutions IM Rau Pithampur Road

4010541

osh Pandit

(nutant)

king you,

Indore Institute of Pharmacy, INDORE (M.P.)]oogle.com/mail/u/0/?ik=e8213c4a66&view=pt&search=all&permthid=thread-f:1786500721287977058&simpl=msg-f:1786500721287977058

Principal Indore Institute of Pharmacy, INDORE (M.P.)

PHARMACL * BOOM *	
3800	





	Materials Name	Outsite	Date					
2 Ms Sumitra(House Keeping) Ch 3 Ms Shyama (House Keeping) Ch	Change Oh.	danier's	udte	Amount	Payment	Cash	Online	Don't
3 Ms Shyama (House Keeping) Ch	idud bridji	250 Grams	80/Kgs	000	Cach Doring 10 an an	1		rending
3 Ms Shyama (House Keeping) Ch	Chana Bhaii	250 Grame	2000	20	20 Casil hecived 28.12.23	2	20	
A MA- C- JL THE CONTROL OF THE CONTR		COO OI BILLS	SU/ KBS	20	20 Cash Recived 28,12,23	6	20	
	cuana bhaji	250 Grams	80/Kgs	20	20 Cach Recived 30 11 12			
use Keeping)	Chana Bhaji	250 Grame	SOLVAN	100	COST NECIVED 28.12.23	2	20	
5 Ms Rupali Tiwari	Amla	1 1/20	cgv/vgs	707	20 Cash Recived 28.12.23	2	20	
		T NB3	40/ Kgs	40	40 Online 28.12.2023		1	
	Chana Bhaji	500 Grams	80/ Koc	40	Carl Day 1		40	0
/ Ms Sneha Nagar	Chana Rhaii	0000	100	04	40 Cash Recived 28.12.23	40	0	
-	if prior prior	ong grams	80/ Kgs	40	40 Online 28.12.2023			
	Amla	1 Kes	40/ Kar	40			40	0
ť	Chana Rhaii	2000	10/ NB3	40	40 Cash Recived 28.12.23	40	0	
O Me Deserti	iform one	ong grams	80/ Kgs	40	40 Cash Regived 28 12 23			
Amla	ıla	1 Kpc	A01 Vac		C7:71:07 D2:00:00	40	1	
10 Mr. Pramod Barackar	- Ila	20	tol NBS	40	40 Cash Recived 28.12.23	40		
AITH ALL CLUSTED ATTENDED	PII	1 Kgs	40/ Kgs	40	40 Cach Boringd 30 12 22		-	
11 IMF. Shobhit Panwar Cha	Chana Bhaii	250 Come	200	2	CESII NECIVEU 20.12.23	40		
12 Mr. Santoch Ginava	100	230 GIGILIS	80/Kgs	20	20 Online 28.12.2023		00	
	Макка	5 Kgs	25/ Kgs	125	125 Cach Ractived 30 12 22	-	707	
		Total Amount		-	COST INCLINED 20.12.23	125		
		TIMOUIL IBO		205		0 405	100	
								0



Dronacharya Dubey <dronacharya.dubey@indoreinstitute.com>



ible transaction dt. 28.12.23

acharya Dubey <dronacharya.dubey@indoreinstitute.com> sh Pandit <ashutosh.pandit@indoreinstitute.com> sh Bhandari <rb@indoreinstitute.com>

Fri, Dec 29, 2023 at 11:34 AM

123	UPI-50100273183535-9893875477@PAYTM-	0000336220917721 28/12/23	28/12/23	
	UPI-88090100012020-SHOBHIT.PAWAR1@YBL-			
/23	723 336295085363-PAYMENT FROM PHONEPE	0000336295085363 28/12/23	28/12/23	
	UPI-2892000109043688-			
123	23 NAGARSNEHA07@OKAXIS-372858972730-UPI	0000372858972730 28/12/23	28/12/23	
	UPI-2892000109043688-			
123	NAGARSNEHADZ@OKAXIS-3362740Z0Z64-LIDI	000032627407076A	20142100	

38NEHA07@OKAXIS-336271070764-UPI 0000336271070764 28/12/23

ding you,

IM Rau Pithampur Road Group of Institutions osh Pandit 4010541 untant)



e Institute of Management & Research (IIMR) e Institute of Science & Technology (IIST) e Institute of Pharmacy (IIP)

00) 40 20 20 20









25.01.2024

Circular

We are glad to inform you that employees of IIP can avail the following mentioned facilities.

- 1.Indoor Games
- 2.Yoga
- 3.Gym
- 4.Free Transportation
- 5. Subsidized lunch in the canteen

You all can avail yoga, sports & gym during free time during working hours as well as after working hours without any additional charges. To avail these facilities interested member must inform the sports and H.R. department.

Note: Facilities will be provided as per institute norms.

Principal

Dr.Nimita Manocha





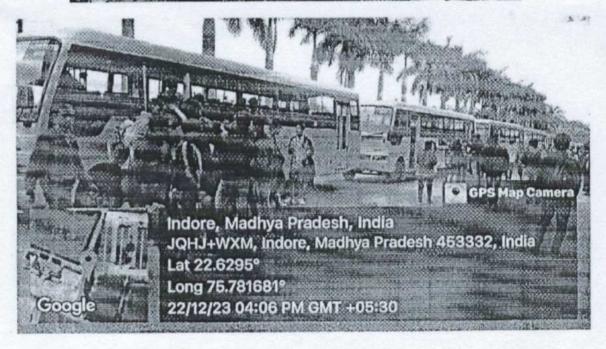






Indore Institute of Pharmacy





Transportation

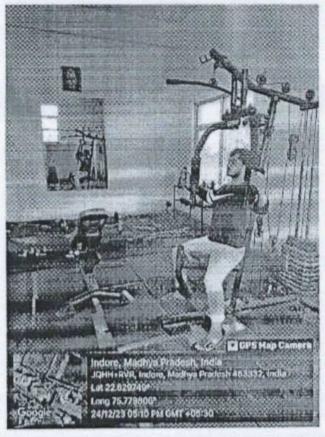


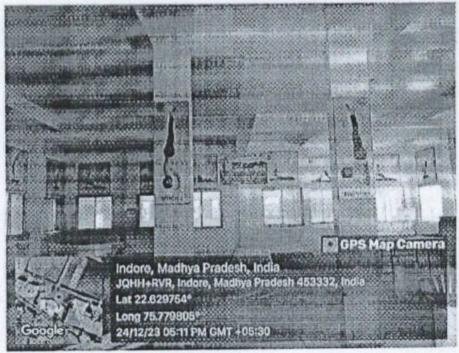












Gym Facility













Sports Facility











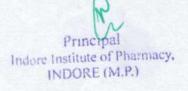




Sports Facility















Canteen Facilty

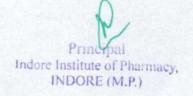






S.No.	Name	Bus Opt	stop
1	Dr. Nadeem Farooqui	1	AAZAD NAGAR
2	Mrs. Nisha Retrekar	V	Ram Nagar, Dewas
3	Mr. Gaurav Agrawal	V	Chhoti Gwal toli
4	Ms. Deepika Bhawsar	V	Shramik Colony, Rau
5	Ms. Anita Patidar	V	Papaya Tree Rau
6	Ms. Shivani Vishwakarma	V	Rau Circle
7	Ms. Evana Raj	V	Sagore Kuti
8	Mr. Jeevandeep Mishra	1	Limbodi
9	Ms. Nisha Mathew	V	World Cup Square
10	Mr. Lalit Dhakad	V	Bholaram Ustad Marg
11	Ms. Ankita Bhadoriya	V	Scheme no. 136
12	Ms. Tamanna Bhorade	1	Scheme no. 136
13	Mr. Sunil Rathod (Library)	1	Aurobindo
14	Mr. Mahesh Meena	V	Rau Bridge
15	Mr. Santosh Shukla (Store)	√	Takshshila Paridar
16	Mr. Sandeep Mishra	1	Rau Bridge
17	Mr. Ankit Chandurkar (Office)	1	Khada Ganpati
18	Ms. Mitali Tiwari (Office)	1	Aurobindo
19	Mr. Ajay Gupta	1	Durga Nagar AB Road
20	Mr. Anil Rosele (Library)	1	MR 10 CHOURAHA
21	Mrs Nandani Nainar	1	PENSION PURA DASHAHARA MAIDAN
22	Mr. Ravi Parmar	1	Kishanganj Mhow
23	Mr. Sunil Solanki	1	Kishanganj Mhow
24	Mr. Nilesh Jatav	1	Kishanganj Mhow











Indore Institute of Pharmacy 23-24
Opp. IIM, Pithampur Road, INDORE
E-Mail: rb@indoreinstitute.com

Salary Advance Apurva Gadkari Ledger Account

1-Apr-23 to 31-Mar-24

Date	Particulars	Vch Type	Vch No.	Debit	Page 1 Credit
11-Jul-23 9-Aug-23 21-Aug-23 29-Aug-23 30-Sep-23 13-Oct-23 18-Dec-23 20-Jan-24	To HDFC Bank Ltd (49803) By Salary Admin. & Technician Staff By Salary Admin. & Technician Staff To HDFC Bank Ltd (49803) By Salary Admin. & Technician Staff By HDFC Swipe M/c 28127547(67172359) By Paytm QR Code By Paytm QR Code By Paytm QR Code By Paytm QR Code By Paytm QR Code	Bank Payment Journal Bank Payment Journal Bank Receipt Bank Receipt Bank Receipt Bank Receipt Bank Receipt Bank Receipt	BP/07/ 10 JV/07/5 JV/08/10 BP/08/ 19 JV/08/65 BR/09/5 BR/10/3 BR/12/1 BR/01/2 BR/02/3	50,000.00	23,868.00 10,000.00 10,000.00 16,132.00 10,000.00 15,000.00 1,500.00 3,500.00
					90,000.00

For Indore Institute of Pilarmacy



Principal Indore Institute of Pharmacy. INDORE (M.P.)

M Finance)





Indore Institute of Pharmacy 23-24
Opp. IIM, Pithampur Road, INDORE
E-Mail: rb@indoreinstitute.com

Human Resources Expenses

Group Summary 1-Apr-23 to 31-Mar-24

Particulars	Closing Ba	lance
	Debit	Credit
Funding for faculty development & Research Research & Paper Publication	2,07,898.00	
	2,07,898.00	
Other benefits to the faculty and staff Staff Transport Facility	21,40,256.00	
Concession in Fee- Staff	8,02,864.00	
Diwali Exp	71,000.00	
ESIC Employer Contribution	1,90,555.00	
Insurance Charges (Paranel A - 14 III	1,21,847.00	
Insurance Charges (Personal Accident) Medical Expense	15,392.00	
DE Administrativa Chamas	10,948.00	
PF Administrative Charges	27,204.00	
PF Employers Contribution	6,29,507.00	
Staff Welfare Exps.	2,70,939.00	
laries		
Grand Tabel	2,21,88,573.00	
Grand Total	2,45,36,727.00	

For Indore Institute of Pharmacy

(GAF Finance)

TUTEO





कर्मचारी भविष्य निधि संगठन Employees' Provident Fund Organization

भविष्य निधि भवन, १४, भीकाजी कामा प्लेस, नई दिल्ली - ११००६६ Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110066

Generated On 12/07/2024 16:20:

Payment Confirmation Receipt

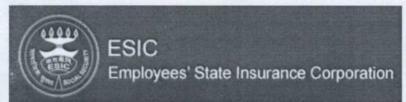
TRRN No :	2902407004287
Challan Status :	Payment Confirmed
Challan Generated On :	09-JUL-2024 13:28:40
Establishment ID :	MPIND0023112000
Establishment Name :	INDORE INSTITUTE OF PHARMACY
Challan Type :	Monthly Contribution Challan
Total Members :	18
Wage Month :	JUN-2024
Total Amount (Rs) :	57,346
Account-1 Amount (Rs) :	35,937
Account-2 Amount (Rs) :	1,147
Account-10 Amount (Rs) :	19,115
Account-21 Amount (Rs) :	1,147
Account-22 Amount (Rs) :	0
Payment Confirmation Bank :	HDFC Bank
CRN:	240120724005006
Payment Date :	12-JUL-2024
Payment Confirmation Date :	12-JUL-2024
Total PMRPY Benefit :	0





Amount Paid:

Transaction Number:



4797.00

CPADYZFT08

Print

User Login: 18000273140001304

Monthly Contribution > Online Challan Status

Insurance

Monday, December 30, 2024 10:44:03 AM





Transaction Details * Required Fields Transaction status: Transaction Completed Successfully Employer's Code No: 18000273140001304 Employer's Name: INDORE INSTITUTE OF PHARMACY Challan Period: Jun-2024 Challan Number: 01824125587906 Challan Created Date 09-07-2024 12:34:31 Challan Submitted Date 12-07-2024 16:43:36

Close







DISCLAIMER: © Copyright 2021, ESIC, India. All Rights Reserved. Best viewed in 1024 x 768 pixels, Site maintained by : ESIC. Designed and Developed by CMS Computers LTD. IP Address : 56 ASP Session ID : yok1krh1dadpx40jhcjfatiyYour IP Address is : 111.118.251.19

Employees' State Insurance Corporation

Contribution History Of 18000273140001304 for Jun2024

Total IP	Total IP Contribution	Total Emplo	Total Employer Contribution	Total Contribution	Total Govern	Total Government Contribution	Total Monthly Wages
904.00		3,893.00		4,797.00	0.00		119,777.00
SNo.	Is Disable	IP Number	IP Name	No. Of Days	Total Wages	IP Contribution	Reason
1	•	1813854843	Ashish Singh Rajput	out 0	0.00	0.00	Left Service
2	1	1814978989	MAHESH MEENA	30	13892.00	105.00	
3	•	1814979224	SANTOSH SHUKLA	LA 30	14519.00	109.00	
4		1815477781	MITALI TIWARI	30	12410.00	94.00	*
5	*	1815889502	RAVI PARMAR	0	0.00	0.00	Left Service
o	1	1815992718	SUNIL SOLANKI	26	8818.00	67.00	
7		1816065800	NANDINI NAINAR	30	13892.00	105.00	
8	- Partie -	1816701140	NILESH JATAV	30	14556.00	110.00	
9		1817152031	AJAY KUMAR GUPTA	PTA 30	14214.00	107.00	
10	•	1817358083	MANDAKINI SON	17	9476.00	72.00	
11		1817807499	LALIT DHAKAD	30	18000.00	135.00	

Page 1 of 1



NDORE

12:35:33PM Printed On: 7/9/2024