# Karnala Sports Academy's



# BARNS COLLEGE OF ARTS, SCIENCE & COMMERCE

## **Affillated to Mumbai University**

शासन मान्यता - शासन निर्णय क्र. एन.जी.सी. २००८ (२५५/८) मशि - ३ मुंबई विद्यापीठ संलग्नता / मान्यता - २/४९८८/२००९ दि. २५ नोव्हेंबर २००९

Ref. No.:

Date:

# STAFF WELFARE POLICY

The institution has a Staff Welfare Policy for welfare of staff in different aspects like health, safety, professional development etc.

### **Health and Safety:**

- Ensure a secure and good work environment for all faculty members.
- Provide information on health and safety procedures.
- Offer resources for health support.

#### Work-Life Balance:

- Encourage flexible work arrangements when possible.
- Provide options for leave, including vacation days, sick leave, and comp off.

#### **Professional Development:**

- For professional development of staff, college supports different training and development opportunities for staff to develop their skills in their careers.
- Offer guidance on professional development resources which contain workshops, seminars, and courses.
- Encourage assorted and comprehensive work environment, free from discrimination and harassment.

#### Communication and Feedback:

- Establish open channels of communication between staff and management.
- Support a humble, collaborative, and comprehensive work environment that nurtures creativity and productivity of staff members.
- Ethical and Professional Conduct:
- Establish strategies for moral and professional behavior within the institution.

#### The Leave Policy

Different types of Leaves are provided such as Casual Leave, Earned Leave, Medical Leave and Maternity Leave.

I/C Principal
KSA, Barns College of Arts, Sci & Comm