



No.F.TU/FIN/Staff welfare/01/2016

Date: 12<sup>th</sup> March, 2021

**NOTIFICATION**

This is for information of all the Teaching/Non-teaching employees of the Tripura University that the Committee constituted for recommendation and framing a policy/guidelines of the Employee's Welfare Fund of Tripura University vide notification No.F.TU/FIN/Staff welfare /01/2016, dated 20<sup>th</sup> November, 2020 has recommended the following guidelines in its meeting held on 15<sup>th</sup> December, 2020, which is duly approved by the Hon'ble Vice-Chancellor, Tripura university.

Henceforth, these guidelines will be followed for providing welfare measures to all the regular Group-C staff and Casual Workers/MRW/DRW/Contractual staff of the University subject to availability of funds and prior approval of the Competent Authority.

1. The Employee's Welfare Fund shall be utilized only for Major Accident/Medical Treatment with hospitalisation cases as one time donation.
2. The regular employees shall continue to contribute Rs.20/- per month to the Employee's Welfare Fund. The Casual Workers/MRW/DRW/Contractual Staff shall also have to contribute @ Rs.20/- per month to avail the benefit of the Welfare Fund and they have to submit an undertaking to this effect in the format attached herewith.
3. The benefit can be availed for once only.
4. The maximum amount of benefit that can be provided to a person at the time of need would be limited to Rs. 10,000/- only.
5. An amount of Rs.5,000/- can be provided in case of accidental death.
6. All prayers for availing the benefit shall be placed before the Committee and the Committee shall examine and decide on the merits of the case. The decision of the Committee shall be final.
7. The Employee's Welfare Fund shall accept donations from any willing persons/firms.

This is issued with the approval of the Hon'ble Vice-Chancellor.

Encl.: As stated

  
(Dr. Deepak Sharma)  
Registrar

Copy for information to:

1. The Head/Head(i/c), Department of \_\_\_\_\_, T.U.
2. All Officers of the University
3. All Non-teaching Employees/Casual Workers/MRW/DRW/Contractual Staff
4. The Deputy Finance Officer (i/c), T.U.
5. The University Website
6. P.S. to the Vice-Chancellor, T.U. for kind information of the Hon'ble Vice-Chancellor

## UNDERTAKING

I do hereby declare that I have no objection, if monthly subscription of Rs. 20.00 (Rupees twenty) only is deducted from my salary towards the Tripura University Employee's Welfare Fund.

Signature .....

Name .....

Designation .....

Name of the Department .....