



Let noble thoughts come to us from every side – Rigved
Paramhansa Ramkrishna Maunibaba Shikshan Sanstha's

ANURADHA ENGINEERING COLLEGE, CHIKHLI

Recognized by AICTE New Delhi,
Permanently Affiliated to Sant Gadge Baba Amravati University, Amravati

Criterion 6

6.3: Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Additional information/Supporting Documents:

Welfare measures and Performance Appraisal:

1. Employees Provident Fund
2. Medical leave and Earned
3. Birthday celebration of staff members
4. Anuradha Abhiyantriki va Auishadhnirmanshashtra Mahavidhalaya Karmachari Patasanstha maryadit Chikhli
5. Staff quarters
6. Transport facilities
7. Financial assistant
8. Discount in tuition fees
9. Recreation facilities
10. Celebration of major festivals along with family members.
11. Co operative food and grocery store run by society in the campus
12. Early outgoing for lady staff members
13. Free uniform to Teaching & Supporting Staff
14. Arranging sponsored FDP for staff.
15. Performance Based Appraisal System

1. Provident Fund

BHAGWAN NAGWANI & CO.
CHARTERED ACCOUNTANTS
"MOHINI" FIRST FLOOR, D.P. ROAD,
CHIKHLI, DIST. - BULDANA

Bhagwan Nagwani
B. COM. F.C.A.
PH. 244092 (O)

ANURADHA ENGINEERING COLLEGE
SCHEDULE "1" STAFF SALARY EXP.
LIST OF STAFF SALARY EXP. ATTACHED TO
AND FORMING PART OF INCOME & EXPENDITURE A/C. AS ON 31-03-2022

PARTICULARS	AMOUNT (Rs.)
Administration Charges (02)	34062.00
Employees EPS Contribution	817594.00
Employees EDLI Contribution	34047.00
Salary of Teaching Staff	41059399.00
Salary of Non-Teaching Staff	18237331.00
Remuneration	920400.00
Total (Rs.)	61102833.00


SCHEDULE "2" ADMINISTRATIVE EXPENSES
LIST OF ADMINISTRATIVE EXPENSES ATTACHED TO
AND FORMING PART OF INCOME & EXPENDITURE A/C. AS ON 31-03-2022

PARTICULARS	AMOUNT (Rs.)
Bank Commission	11977.50
Mobile Tel Bill	10828.00
M.S.E.B. Bill Exp.	894941.00
News Paper Exp.	3991.00
Office Exp.	11074.00
Postage Exp.	689.00
Stationery Exp.	25775.00
Printing Exp.	6934.00
Travelling Exp.	143058.00
Xerox Exp.	4525.00
Cleaning Exp.	220935.00
Advertisement Exp.	38874.00
Audit Fees Exp.	75000.00
Security Guard Dress Exp.	19530.00
Comm. Exp.	22500.00
Donation Exp.	50000.00
Guest Refreshment Exp.	7915.00
Hamali Exp.	1050.00
Phone Bill Exp.	2300.00
Phone Maint. Exp.	2300.00
P.T. Int. Exp.	10110.00
Water & Supply Exp.	100668.00
Total (Rs.)	1664974.50

DATE - 18-09-2022
PLACE - CHIKHLI

AS PER OUR REPORT OF EVEN DATE
FOR - BHAGWAN NAGWANI & CO.
CHARTERED ACCOUNTANT
FIRM REG. NO. : 118104

PROPRIETOR
M.NO. 104971

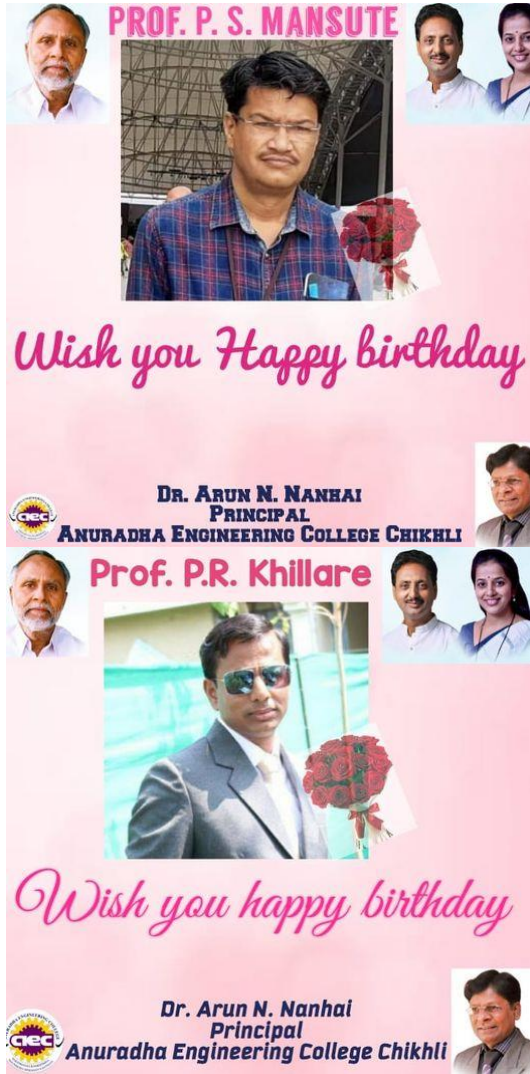


PRINCIPAL
Anuradha Engineering College
CHIKHLI Dist. Buldana

2. Medical leave and Earned Leave (applicable to eligible staff)

Service book of all the faculty members is maintained which includes the leaves record, members are provided with medical & earned leave as per the request.

3. Birthday celebration of staff members:



4. Anuradha Abhyantriki va auishadhnirmanshashtra Mahavidhalaya Karmachari Patasanstha maryadit Chikhli:

co-operative society is to provide helping hands to the needy employees of the Institution. It also encourages employees by felicitating them and their families for noteworthy achievements. Facilities provided by co-operative society:

Loan facility up to Rs. 3,00,000/- within a day. ? In medical emergency cases or for higher education of children, loan of Rs. 20,000/- without interest is made available within a couple of hours.

Group insurance for members.

In case of death of a member Rs 25000 to his nominee:

Financial benefit provided to the nominee or beneficiary of a deceased member, the nominee designated by the member would receive a sum of Rs 25,000 as a benefit or compensation.

Co-operative society works positively for the welfare of the employees and their family members.

5. Staff quarters:

Institute offers rent-free and maintenance-free accommodation with modern amenities.

6. Transport facilities:

By offering this service free of cost, the institute help to reduce the financial burden on students and staff members, making education and work more accessible and equitable.

7. Financial assistant:

Providing financial assistance in emergent medical situations to the employees and their immediate family members is an excellent initiative taken by the institute. Medical emergencies can be unexpected and costly, and providing financial assistance can help to alleviate some of the financial burden on employees and their families during such times of crisis.

8. Discount in tuition fees:

Institute offers the discount in tuition fees to the wards of the employees of this institute.

CLASSMATE	
Date:	
Page:	

To,
The respected
Rahul bondre Sir,
Swarn vivekanand Marg
ward no. 14 chikhli
Dist = Buldana.

Date :- 08/11/2022
Mahavir Nagar
World no. 1 chikhli

Subject :- concession in college fees.

I Gadiya kazi. Writting this letter for concession in college fees. as my father Badzuddin kazi expired few days back. Therefore my family income has been vastly decreased & very less money is left for the expenses of my studies.

I will be highly oblieged if my request can be considered.

Thanks and Regards !

principal (AEC)

Gadiya kazi.

It is our responsibility to shape her career. Talk with the family & give input to me to help her

9. Recreation facilities:

Institute cares about physical and mental health of the employee thus always promote the healthy work environment. Staffs are stadium/gym for various recreation activities. Flexible working time to some extent for female employees based on their personal needs.

10. Celebration of major festivals along with family members.

11. Co operative food and grocery store run by society in the campus:

Employees can purchase grocery and daily essential items at any time on credit without interest and other charges of credits. This facility helps employees in saving time and trouble of carrying the cash. All these measures boost up the moral and motivation of the employees thereby increasing the efficiency of employees. Employees are allowed to spend last working hours in playground /indoor

12. Early Outgoing for lady Staff members:

Lady staff members are allowed to leave early as per their convenience.

13. Free uniform to Teaching & Supporting Staff

Institute provides Uniform (Shirt, Trouser, v coat and Blazer) for Faculty and Uniform (Shirt & Trouser) for supporting staff

Purchase Order

To,
Lords Studio,
Nagpur

Subject: Purchase order of Anuradha Engineering College Chikhli for Teaching Staff Uniform Kit.

Dear Sir,

With reference to above subject, we are pleased to place purchase order of Anuradha Engineering College Chikhli for Teaching Staff uniform Kit, details are as follows.

Sr. No.	Name of Item	Quantity	Total Amount
01	Teaching Uniform (5 Blazer, 14 jacket, 16 Shirts, 17 Pants)	52	Rs 32,475/-

Terms & Conditions

1. Delivery of Teaching Uniform Kit for Anuradha Engineering College Chikhli.
2. Delivery of Teaching Uniform Kit period 90 days after firm order.
3. Material quality should be strictly followed as per sample approved.
4. Negotiated rate of Rs 4050/- per Set.
5. Issue Rs 32,375 (100% Amount of Total Amount) as an advance with the purchase order
6. Service alteration should be available to the college far up till 3 months after the complete uniform kit delivery.
7. Measurement will be taken at the college premises.

Principal
Anuradha Engineering College, Chikhli.

alc

Date: 03/10/2023

Purchase Order

To,
Lords Studio,
Nagpur

Subject: Purchase order of Anuradha Engineering College Chikhli for Non Teaching Staff for Session 2023-24

Dear Sir,

With reference to above subject, we are pleased to place purchase order of Anuradha Engineering College Chikhli for Non Teaching Staff for Session 2023-24, details are as follows.

Sr. No.	Name of Item	Quantity	Rate/Item	Total Amount
01	Non Teaching Staff Reymonds Poly Viscose Pant Fabric with Stiching	41 *2 Set	Rs 866 Per item	Rs 71,012/-

Terms & Conditions

1. Delievery of Students Uniform Kit for Anuradha Engineering College Chikhli.
2. Delievery of Students Uniform Kit period 90 days after firm order.
3. Material quality should be strictly followed as per sample approved.
4. Negotiated rate of Rs 866/- per Set.
5. Logo of College with Embroidary should be on Shirts.
6. Issue Rs 35,506/- (50% Amount of Total Amount) as an advance with the purchase order ands will be issued on first delievery and final balance Rs 35,506/- amount be paid at the complete uniform kit delievery.
7. Service alteration should be available to the college far up till 3 months after the complete uniform kit delievery.
8. Measurement will be taken at the college premises.


Principal

Anuradha Engineering College, Chikhli.

14. Arranging sponsored FDP for staff:

Institute often organizes sponsored Faculty Development Programs (FDPs) for its staff to enhance their professional development, skills, and knowledge. These programs are typically sponsored by the institute or external organizations and aim to provide valuable insights, training, and exposure to current trends in education, research, and technology.

To,
The Principal,
Anuradha Engineering College,
Chikhli - 44-3201

Subject: Advance Rs 90,000/- for the Faculty
Development Programme FDP at Bhandavdare
during 19-20th August 2021.

Respected Sir,

As per your instruction, our institute
is going to arrange FDP at Bhandavdare,
Nashik during 19-20th August 2021, Towards
the travelling, lodging, food expense, you are
requested to sanction Rs. 90,000/- as advance.

With regards

Df. 17.08.2021

yours Sincerely

[Signature]

(Dr. K.H. Walse)
(Dr. R.B. Mapari)

Accounting Voucher Alteration (Secondary)		AEC 2021-2022	
Journal No. 216		31-Jan-20 Mond	
Particulars	Debit	Credit	
Dr Vehicle maintenance Exp <i>Cur Bal: 15,600.00 Dr</i>	15,000.00		
Dr STAFF REFRESHMENT EXP. <i>Cur Bal: 1,49,681.00 Dr</i>	75,000.00		
Cr Walse K. H. <i>Cur Bal: 0.00 Cr</i>		90,000.00	
Narration : BHANDARDARA TOUR TEACHING AND NON TEACHING STAFF		<u>90,000.00</u>	<u>90,000.00</u>



15. Performance Based Appraisal System:

The institute has an effective performance based appraisal system (PBAS) for faculty members, and this system forms the foundation for evaluating their performance. The audit conducted by the Internal Quality Assurance Cell (IQAC) serves as a critical component of this evaluation process.

The PBAS is not just an optional feature but a mandatory requirement for faculty members who wish to seek promotion under the Career Advancement Scheme (CAS), as mandated by the AICTE and SGBAU norms. This structured approach to performance appraisal and self-assessment helps ensure that faculty members are evaluated consistently and fairly, which in turn promotes career growth and development in accordance with the established regulations and standards.