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

Proofs

Sr.no	Document	Page no
1	LOAN FORM	1
2	SAMPLE GRATUITY DOCUMENT	2
3	SAMPLE LEAVE FORM CO	4
4	O/D SAMPLE FORM	5
5	MOU COPY OF HOLY FAMILY	6
6	A COPY OF INSURANCE DOCUMENT	8
7	SPONSORSHIP LETTERS.	9

Fr. Agnel Ashram/Ba	ndstand, Bandra, MDMBAI-400-050 1 00	10.78
	ass/ac/10/10/10/10 - Constant - C. 19(1191)	- PRESIE
EMERGENCY L	OAN APPLICATION FORM	
Emergency Loan Sr. No. :	INDIA STAMP DUTY M	AHARASHTRA
To,		
The Secretary,	Date :	
Agnel Employees' Co-op. Credit Society Ltd.		
Bandstand Bandra Municipier Society Ltd.		
Bandstand, Bandra, Mumbai - 400 050,		
Bandstand, Bandra, Mumbai - 400 050, Dear Sir,		
- 400 050,		
- 400 050,	L. F. No	apply for an
Dear Sir,		
Dear Sir, I,		
Dear Sir, I,	and hereby authorise my employer	
Dear Sir, I,	and hereby authorise my employer	with interest

Undertaking from Sureties :

In case of default by the borrower, we the sureties severally and jointly undertake to repay the above said loan with interest.

	(Name in Capital Letters)	L. F. No.	Signature
2			A THE A
	(Name in Capital Letters)	L. F. No.	Signature
	FOR	OFFICE USE ONLY	
anctioned Emerger	ncy loan of Rs.	repayable in	instalments.
uthorised by :			
	Chairman	Secretary	Treasurer
	or	or	or Jt. Treasurer
	Vice Chairman	Jt. Secretary	or. moustron
ate :			
accined from Agnel	Employees' Co-operative Cred	lit Society Ltd.,	
eceived nonn Agner	Employees es spera		
sum of Runees			
account of Emerge	ency Loan by Cash / Cheque N	lo	-
_			
S	=	Recei	ver's Full Signature
		Manual	
e:		Name :	



1	
,	AGNEL EMPLOYEES' CO-OP. CREDIT SOCIETY LTD. Regd: No. Bom [W]/HW/RSR[SR]/661 of 1985 Fr. Agnel Ashram, Bandstand, Bandra, MUMBAI-400 050. Tel. : 2642 3841/3842/3048/3004 Fax. 91-22-22651 6831. LONG TERM LOAN APPLICATION FORM
	To, The Secretary Agnel Employees Co-op. Credit Society Ltd. Bandstand, Bandra, Mumbai-400 050.
	Dear Sil 1. <u>AMITKUMAR · HINDURAO · SONAM</u> GF No the undersigned [Full Name in Capital Letters]
	Address K2/5, BEST QUATERS, MEAR BEST DEPO, GHATKOPARLE PANITHNIAGAR, MUMBAI- 400075.
2. C.C. (20)	apply for a loan of Rs. 7,50,000/ - (Rupees Seven Jakh. Fil-Hy fhouse.
	to be repaid in 60 monthly instalments of Rs plus interest.
	assure you that I will use the amount for the said purpose only. I am not indebeted to any other Co-operative Credit Society or Bank. I offer the following as Sureties. Signature of Sureties
	(1) <u>LAKHAMA. J. PASA</u> RA (Name in Capital Letters)
	(2) <u>BALARAM. A. KAMBLE</u> (Name in Capital Letters)
	Sign. of borrower
	L.F. NAME Salary per month Rs.
	1 <u>AMITI.H.SONAWANE</u> 32,000/- (Applicant)
	2 Lakhama I. Pasaka 30,000/ (1st Surety) 3 Balaram. A. Komble. 32,0007-
	3 Balaram. A. Kamble 32,0007-

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	Name of Member	:	ANUSHA JAYASIMHAN
	(a) LIC Membership Number (b) Salary Roll Number/Identity	:	
	Number	:	
3.	Date of Joining Service	:	01/04/2013
4.	Date of Exit	:	01/04/2013 27/04/2018
5.	(a) Cause of Exit	:	Perssonal
((b) In case of death, cause of death (Death Certificate to be attached	ł):	CHECKED BY INTERNAL AUDIT
	Salary for the purpose of Scheme or The Date of Exit	:	B. 59, 830 - Per roanth



#356193# 400017003# 201501# 10

phu " FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING, BANDRA - 50. LEAVE APPLICATION Date : 29/3/19 Madam / Sir, COleave for Please grant me day≴ -27/3/19 Emp. No. 422 to from / on _ Name of the Employee <u>GARIMA TRIPATH</u> Designation <u>ASST PROFESSOR</u> Department <u>TIT</u> Reason Not well (For Teaching Faculty : Lecture Class / Practical adjustment made : Yes / No / N.A.) SIGNATURE H.O.D APPIICAN FOR OFFICE USE **Details of Compensatory Off** Total Hrs Balance Earned Leave То From Date 16.35 2hrs 8min Balance Sick Leave 1327 23/2/19 Balance Casual Leave Convocation Balance Vacation Leave Pickup 2 drobber OFFICE SUPERINTENDENT chief Quert

120

FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING BANDRA, MUMBAI - 400 050

OUTSIDE DUTY FORM

Date: 23 04 2019 ____ Emp. No.____0128____ Name: Merly Themas Name: Muly Themas Emp. No. _____ Designation: ______ Department: _____ Compute Date & Time of outside duty: 0/04/19 & 04/04/19 (Full days) 02/04/19 & 03/04/19 (Half days) Officiel work data = P(-7)Official work done _____ PL Theller. Signature

EMPLOYEE

H.O.D

PRINCIPAL

This **Memorandum of Understanding** is made on this **1**st **day of October 2011** between Society of St. Francis Xavier, Pilar, Fr. Agnel Ashram, Bandstand, Bandra (West), Mumbai – 400 050 hereinafter referred to as 'SOCIETY' and Holy Family Hospital, St. Andrews Road, Bandra (W), Mumbai 400 050 hereinafter referred to as 'HOSPITAL".

This 'MOU' is entered into by the 'Society' and the 'Hospital' to provide Medical facility to the Students and Staff Members studying and working in the Institutes of the said Society.

The 'Society of St. Francis Xavier', Pilar runs several Educational Institutes at Bandra starting from Pre-Primary to Post Graduate Engineering Degree Courses wherein approximately 4000 Students are studying, and 400 Staff Members are serving in different capacities. The following are the prominent Institutes which conduct Diploma in Engineering, Degree and Post Graduate Engineering Degree Courses approved by All India Council for Technical Education (AICTE).

1. AGNEL TECHNICAL COLLEGE (POLYTECHNIC)

2. FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING

The 'Hospital' which is situated within a kilometer distance from the 'SOCIETY' has hereby agreed to provide necessary medical assistance to the Students and Staff Members as and when such requirement arises. Medical assistance will include Xray, pathological test and other diagnostic tests, etc. and treatment, as required.

It is hereby agreed as follows:-

- 1. The 'Hospital' will provide the medical facility to all Students and Staff Members as and when referred by the Institutes of the 'Society' by a written communication.
- 2. The 'Society' will provide transport for medical treatment in the 'Hospital'. In case of emergency i.e. accidents and acts of God, the Society may call for Ambulance service of the Hospital and Hospital will provide the same.
- 3. Medical treatment in cases referred by the Society will be billed to 'SOCIETY' which Society undertakes to pay to the Hospital directly within 7 days from the date of the billing / date of receipt. Hospital bill will give complete breakup of charges for various services rendered.



HOLY FAMILY HOSPITAL St. Andrew's Road, Bandra, Mumbai - 400 050. D-5/STP(V)/C.R

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TELO ONE

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UU- PB5103

MAHARASHTRA

63664 169003

- In case of admission to the 'Hospital', the required treatment will be given 4. under 'Economy' or 'General Ward' class which may be upgraded if requested by the family members in writing with an undertaking to bear the incremental cost arising out of use of the higher class. In the absence of availability of the General Ward class bed the Hospital is hereby permitted to use its discretion and admit in the next higher classes. Post facto concurrence will be requested and obtained by the Hospital. In such cases billing will be done and accepted by the Society / treated patient or relative without demur.
- Society will take the responsibility to inform patient's family members 5. about hospitalization or treatment under OPD.
- Hospital runs an OPD facility, and Students / Staff can avail of this facility. 6. Bills will be raised every month based on such usage, and the same will be settled as per Para 3.
- This MOU will be effective from 1st October, 2011 and will remain in 7. force unless terminated. Such termination can be done by either party, by giving one month's prior notice in writing.
- Any dispute / arbitration between the Society and the Hospital will be 8. settled by mutual resolution. In the event of a non-resolution, the matter may be referred to Arbitration, under provision of Indian Arbitration Act.

This MOU is signed, sealed and delivered on the 1st day of October 2011.

For Society of St. Francis Xavier, Pilar FR. F. DINIZ) (REV LOCAL SUPERIOR

Witness :

(Rev. Fr Victor Rebello) Director Agnel Technical Education Complex Bandra (W), Mumbai -50.



For Holy Family Hospital

I quinas

(SR. AQUINAS) EXECUTIVE DIRECTOR

Witness :

(Mr. Herbert D' Silva) **Finance Director** Holy Family Hospital Bandra (W), Mumbai - 50.

HOLY FAMILY HOSPITAL St. Andrew's Road. Bandra, Mumbai - 400 050.



	Schedule of Insurance	
cont/Drolean No		
	me - AUXILLIUM INSURANCE BROKING PRIVATE L	IMITED
gent/Broker Li	cense Code - 616	
gent/Broker Co	ontact No -9322290758(mobile or landline)	
olicy Number:	0236871027 00	
olicyholder Name:	SOCIETY OF ST. FRANCIS XAVIER	
ddress:	FATHER AGNEL ASHRAM,	
	MT MARRY BAND STAND, MUMBAI - 400050	
	MUMBAI	
	MAHARASHTRA INDIA	
	27AABTS9182Q1ZI(GSTIN Number)	
ontact number :		
nsurance Period :-	Effective Date 29/10/2018 Expiry Date 28/10/2019	
	(Beginning at 12:01 AM and ending at Midnight of the expiry date)	
usiness Description:	Educational Institutes	
eneficiary :	As designated by each insured person on file with the Company	
The following persons of	Eligible Persons 21753 (Classification of Insured) hall be eligble for Insurance hereunder :	SURAL
ge group : From 3 To 2	10 Years ()	Crif
lazards : 24-Hour Pro	ection	13
		NUMBAI
Sr No		LA C
1 Students	Description of Insured Persons / Category / Designation	No. per category
2 Staff		20111
		1642

DADAR BR, EISMILLA L. "DING, FIRST FLOOR NADE ROAD, DADA WEST) R#48AI - 400 028

THE MELLA

D-5/STP(V)/C



SERVICE BOND 05-09/10

1186 1985 188 7880 7880 16:27 R.0000100/- PB6584

201B

Bond to be executed by Faculty Member sponsored STAMP DUTY MAHARASHTRA by the College for Higher Studies.

This Bond is executed at Bandra on between Mrs. Binsy Joseph, B-This Bornelle Regency, Opposite Petrol Pump, Majiwada, Thane (W), Maharashtra - 1003, Runwal Fr. Conceicao Rodrigues College of Engineering, Fr. 6 1003, Kulture (vv), Maharashtra -400601 and Fr. Conceicao Rodrigues College of Engineering, Fr. Agnel Ashram, Bandra (West), Mumbai 400 050.

WITNESSETH and it is hereby agreed and declared as follows:

ma Authorise Signatory

- That the said College agrees to sponsor Mrs. Binsy Joseph Assistant Professor - Electronics Engineering, for Ph.D Programme in Electronics Engineering at 1. Fr. Conceicao Rodrigues College of Engineering, Bandra, Mumbai, commencing from February 2018.
- That the said Mrs. Binsy Jospeh hereby agrees that she will take the lecture / practical classes and carryout examination related duties assigned to her during 2. any time other than the timings of the lecture classes, examinations or practicals of the said Ph.D. Programme.
- That the said Mrs. Binsy Joseph agrees that she will complete all coursework requirements of the Ph.D Programme and on successful completion of the said 3. Ph.D Course i.e. from the date of declaration of the result, shall continue in service of the said college for a minimum period of Three years thereafter.
- That the said Mrs. Binsy Joseph has agreed that in case of her failure to continue in service for the said minimum period of Three years, she will pay 3 months 4. Gross Salary paid at the time of leaving to the said Fr. Conceicao Rodrigues College of Engineering.

IN WITNESS WHEREOF THE PARTIES HERETO HAVE SET their hands and seals on the day and year first above mentioned.

Signature

Bury Signed by the said

Mrs. Binsy Joseph Assistant Professor- Electronics Engineering

Signature

Signed and sealed by Fr. Valerian D'souza on behalf of the Governing Body of Fr. Conceicao Rodrigues College of Engineering

In the presence :

Name & Address

Signature

2.

1.

Dr. Srija Unnikrishnan, Principal, Fr. CRCE, Bandra

Mr. C.B. Shetty, Registrar, Fr. CRCE, Bandra