## St. Mira's College for Girls, Pune

# (Autonomous-Affiliated to Savitribai Phule Pune University)

### 6.3.1 EMPLOYEE WELFARE MEASURES- 2020-21

1.During the Covid restrictions, the Teaching Staff could smoothly<br/>conduct their online classes as the college campus has <a href="https://www.Freewi-Figue">Free Wi-Figue</a><br/>facility and each faculty has a domain email addresses.

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#### WI-FI Report Page 1

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WI-FI Report Page 2

| 2. | Appointment of Counsellors for staff and students                     |  |
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|    | The college has 1 full time and 1part time Consulting Psychologist to |  |
|    | ensure mental well-being for the staff and students.                  |  |
|    | Ms. Pooja Jain served as full time counsellor and coordinator Mental  |  |
|    | Well- being Program and Ms. Nupur Dhakephalkar served as part         |  |
|    | time psychologist. They provided counselling to 2 teachers.           |  |

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|         | SADHU VASWANI MISSION'S<br>ST. MIRA'S COLLEGE FOR GIRLS<br>[An Autonomous College Affiliated to the Savitribai Phule Pune University]  |  |
|         | [ARTS, COMMERCE, SCIENCE, B.Sc.(COMPUTER SCIENCE) BBA, BCA]<br>6, Koregaon Road, Pune - 411 001. [India]<br>Ph./Fax : 26124846 E-mail : mira_college@yahoo.co.in   |  |
| KINDLE  | E THE LIGHT Dr. G. H. GIDWANI PU/PN/AC/015/(1962)<br>Principal College Code No.: 013   |  |
|         | APPOINTMENT ORDER  |  |
|         | Ref No. E-3(TTT)/2019-20 1.7.2019  |  |
| 0       | To,<br>Mrs. Jain Pooja,<br>C-1001 Amar Ambience Society,<br>Kavade Mala, Ghorpadi,<br>SopanBaug, Pune.   |  |
|         | Sub: Appointment as a Co-ordinator for the Mental Well Being Program   |  |
|         | Madam,   |  |
|         | I have the pleasure to inform you that you are hereby appointed as Co-ordinator for the<br>Mental Well Being Program for 2 years w.e.f. 1.7.2019 to 30.4.2020 &next year from 1.7.2020 to<br>30.4.2021   |  |
|         | <ol> <li>Your appointment may be terminated, at any time in the event of unsatisfactory services after<br/>serving you a notice period of one month. You may terminate your services after serving a<br/>notice of three months or reimburse three months salary in lieu thereof.</li> </ol> |  |
| 0       | <ol> <li>You will be governed by the service rules as prescribed by the government in the S.S.Code and<br/>Maharashtra Employees of Private School (Conditions of service) rules 1981.</li> </ol>  |  |
|         | <ol> <li>You shall have to undergo a medical examination by a Registered Medical Practitioner within<br/>three months from the date of joining the post. Your appointment shall be conditional pending<br/>the receipt of physical fitness from the doctor.</li> </ol>                       |  |
|         | <ul> <li>4. You will be allowed to join the duties on producing of:</li> <li>(a) Two passport size photographs,</li> <li>(b) Discharge certificate from previous employer (if any).</li> </ul>   |  |
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Appointment Letter Ms. Pooja Jain



Record of Staff availing the facility of counselling

| 3. | Distribution of Provisions to Support Staff   |  |  |
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|    | The College management distributes provisions and ₹500/- to Support<br>Staff regularly. This practice was continued during Covid too. 18<br>Support Staff were provided with the same during 2020-21. |  |  |

|     | ST. MIRA'S COLI   | AND MEDITINES<br>LEGE FOR GIRLS<br>(The Societies Park Park (Interating)<br>(ACOMPLY/IN SCHEWER) BILL, BCA1 |  |
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|         | For sewa of Class IV er<br>(Assemble at 11.3) |            |                        |
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| Sr. No. | Name of the Female Staff                      | Sr.<br>No. | Name of the Male Staff |
| 1       | Smt Jayshree Joglekar                         | 12         | Shri Sudam Shrikhande  |
| 2       | Smt Shaku Naik                                | 13         | Shri Houshila Yadav    |
| 3       | Smt Asawari Jadhav                            | 14         | Shri Dayaram Pal       |
| 4       | Smt Manda Gaikwad                             | 15         | Shri Vishram Nishad    |
| 5       | Kum Chhaya Pawar                              | 16         | Shri Hamid Sayyed      |
| 6       | Smt Kavita Ghodke                             | 17         | Shri Raviprasad        |
| 7       | Smt Sarika Yadhav                             | 18         | Shri Savoj Rawt        |
| 8       | Smt Reshma Ahiwale                            |            |                        |
| 9       | Smt Varsharani Deshmukh                       |            |                        |
| 10      | Smt Kaushalya Gawali                          |            |                        |
| 11      | Smt Shraddha Kadam                            |            |                        |

| 4. | The institute has practice of appreciating its Teaching, Non Teaching and |
|----|---|
|    | Support Staff for their services to the institute                         |
|    | This year three important members of the Mira family retired from active  |
|    | service:  |
|    | a. Our Principal-Dr. G.H. Gidwani   |
|    | b. Coordinator (BBA, BCA and BSc) – Ms. Stella Ambrose                    |
|    | c. Controller of Examination -Dr. Soniya Chavan-                          |
|    | All of them were felicitated duly and tokens of appreciation were gifted. |
|    | We also celebrated Birthday of our dear retiring principal.               |



Felicitation of Dr. Gulshan H Gidwani, Former Principal, St. Mira's College for Girls





Felicitation of Mrs Stella Ambrose,Former VP and Coordinator, Self- financing Courses on her retirement in April 2021 Felicitation of Dr Soniya Chavan, COE and HoD, Economics on her superannuation by Principal Dr Jaya Rajagopalan April, 30, 2021

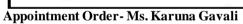
#### 5 Presenting gifts to members of staff on personal occasions.

In 20-21, The college presented gift to our faculty Ms. Komal Tujare on the occasion of her marriage.



| 6. | Jobs on compassionate grounds are given to family members of the non-teaching |
|----|---|
|    | staff   |
|    | In 20-21- Our peon- Ms. Gawli Maushi 's daughter Ms. Karuna Gawli was given   |
|    | job as library assistant.   |

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Ms. Karuna Gavali working in library

| 7.         | Special Welfare initiatives during the Pandemic  |
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| <b>a</b> ) | Free RTPCR covid testing facility for all Staff = 40                                   |
| b)         | <b>Facility for vaccination for staff members and their family = 8 faculty members</b> |
|            | along with 17 family members availed this facility.                                    |
| <b>c</b> ) | <b>Provision of Homeopathic COVID prevention medicine to the staff = 36</b>            |