

Sambalpur University
Jyoti Vihar, Burla-768019
Sambalpur, Odisha



ସମ୍ବଲପୁର ବିଶ୍ୱବିଦ୍ୟାଳୟ
ଜ୍ୟୋତି ବିହାର, ବୁର୍ଲା-768019
ସମ୍ବଲପୁର, ଓଡ଼ିଶା

(Accredited with Grade 'A' by NAAC)

No. 5268 /Estt.-I/C/10

Date: 27.11.2024

NOTIFICATION

Applications in prescribed format are invited from the regular Teaching and Non-Teaching staff of this University for the enrollment of their name in the **Employee Welfare Fund (EWF)** scheme of Sambalpur University. The details monthly contribution and benefits of employees under EWF scheme is enclosed herewith for reference.

The enrollment form is available at Despatch Section of the University. The last date for submitting the applications is dt.20.12.2024. Those who have already enrolled in the EWF scheme **need not to apply**.

mbark
Registrar 27/11/24

Memo No. 5269 /Estt.-I

Date: 27.11.2024

1. Chairman, P.G. Council, Sambalpur University.
2. All Heads of the P.G. Departments, Sambalpur University.
3. Director, CDC/HRDC/SUIIT/CDOE/PEC/ e-Gov, Nodal Centre/Convener, USIC /Co-Ordinator, NSS Bureau/Warden, P. G. /All Hostel Superintendents/Medical Officer, University Health Centre/ Manager, University Guest House.
4. All Officers/All Section Officers/Personal Assistants/Type Superintendents.
5. Principal, L.R. Law College, Sambalpur/Jyoti Vihar Higher Secondary School/Headmaster, Jyoti Vihar High School.
6. Secretary to V.C. for kind information of the Vice-Chancellor, Sambalpur University/ P.A. to Registrar.

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Registrar 27/11/24

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APPLICATION FORM FOR ENROLLMENT IN TO EWF SCHEME OF SAMBALPUR UNIVERSITY

1. Name of the Employee :
(In Block Letters)
2. Designation :
3. Name of the Section / Unit/Dept. :
4. Whether the status of the :
employee is permanent
5. Date of Joining in University Service:
6. Date of Retirement from University Service:
7. Opted for EWF from the date of my application (Y/N):
8. I hereby declared hat I have read and agree the terms and condition as mentioned in the Sambalpur University Employee Welfare Fund Rules,1990 (As amended) and give my consent to enroll my name in to the EWF scheme of Sambalpur University (Y/N):
9. I hereby give my consent to contribute the subscription amount from my monthly salary as prescribed in the Sambalpur University Employee Welfare Fund Rules,1990 (As amended from time to time) (Y/N):
10. I hereby agree that the information given is true, accurate and complete (Y/N):

Date of application

Signature of the Applicant

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SAMBALPUR UNIVERSITY
JYOTI VIHAR, SAMBALPUR - 768019
O R I S S A.

The Sambalpur University Employees Welfare Fund Rules, 1990
(As amended)

1. These Rules may be called "The Sambalpur University Employees Welfare Fund Rules, 1990".
2. It shall come into force from 1st June, 1990.
3. These rules will be applicable to all the regular employees of Sambalpur University including the employees of the L.R. Law College and U.C.E., Burla, Both Teaching and Non-Teaching.
4. The final authority in this regard, will be the Vice-Chancellor/Administrator.
5. The amount in this fund will be deposited in a separate account in the S.B.I./U.Co.Bank..
6. The funds will be operated by the Comptroller of Finance, Sambalpur University and be invested in a nationalised Bank at the highest rate of interest available.
7. All the regular employees opted for the fund will contribute to the fund monthly.
8. The amount of contribution of the employees will be as follows :
 - a) Teachers and Officers including S.O. Rs.10.00
 - b) Class III employees Rs. 8.00
 - c) Class IV employees Rs. 5.00(Amended vide Notification No.1489/Estt.I, dt.29.1.2004)
9. The contribution to the fund is on voluntary basis for all the regular employees both teaching and Non-teaching of this University.
10. The contribution of the employees shall be deducted from the monthly salary.
11. The monthly contribution of the employees shall be deposited in the bank within 10 days of succeeding month.
12. The University shall give 100% matching share on year to the year basis.
13. The transaction of this fund shall be recorded in separate set of books.
14. The following benefit shall be granted to the employees of the Sambalpur University from this Welfare Fund.

(a) Ex-gratia payment.

In case of death of employee while in service

- i) Teachers and Officers including S.O. ... Rs.15,000/-
- ii) Class III employees ... Rs.12,500/-
- iii) Class IV employees ... Rs.10,000/-

(b) Refundable advance without interest :

In case of death of family members of the employees maximum sum of 5,000/- shall be granted. The amount is recoverable in maximum 20 instalment (monthly).

(Amended vide notification No.19630/Estt-I, dt.31.12.99.

(NOTE: Family means - Dependent parents, wife, husband, unmarried and unemployed children).

(c) A subscriber of the Welfare fund shall be given as advance twice in his service time for higher education/social Function etc. marriage of his/her children at the following rates :

1. Teachers, Officers and Section Officer Rs.20,000/-
2. Class III employees Rs.15,000/-
3. Class IV employees Rs.10,000/-

The advance will be recovered in 24 monthly instalment with the interest @ 10% per annum in transfer of whole rupee. The interest will be recovered in subsequent 4 (four) monthly instalments. For this purpose full justification if any, shall be submitted by the employees for the satisfaction of the authority.

(Amended vide Notification No.1489/Estt-I, dt.29-1-2004.)

(NOTE:- Higher Education means study of MBBS, BAMS, Engineering, P.G. Course and Agriculture).

(d) - A member of the Fund on his/her retirement from University service shall be paid a retirement benefit at the same rate as the quantum of ex-gratia under rule-14(3) or the total amount contributed by him/her, whichever is less, such benefit be paid on the date of retirement itself.

(Inserted vide Notification No.14068/Estt-I, dt.4-9-2002)

15. These benefits laid down in clause 14 shall be extended to those members who have contributed at least for 36 months.
16. The Welfare Fund accounts shall audited alongwith the University accounts.
17. There shall be a Committee consisting of the following members to monitor the Welfare Fund from time to time.
 1. Registrar, Sambalpur University.
 2. Comptroller of Finance, Sambalpur University.
 3. Officer-in-Charge Establishment-I Section - Convenor.
 4. Secretaries of each recognised Association/Union.
18. The function of the Committee are as follows :-
 - a) To suggest amendment to these rules from time to time.
 - b) Sanction of Ex-gratia loan and other loan as clause-14, in emergency cases, the Registrar in consultation with the Comptroller of Finance may sanction the amount and also arrange for payment subject to the approval of the Committee
 - c) The quorum of the meeting shall be as follows :-
 1. Registrar/Comptroller of Finance.
 2. Officer-in-charge of Establishment-I Section.
 3. At least two representatives of the Association/Union.
19. A minimum of ten days notice be served to convey the Committee meeting.