

### 6.3.1 - Welfare measures for teaching and non- teaching staff

Well-being of teaching and non-teaching staff is a top priority in IIPR. The institution has implemented a range of welfare measures designed to create a supportive, healthy, and motivating work environment. These initiatives aim to enhance job satisfaction, work-life balance, and overall professional development.

#### 1. Social Security Benefits:

1. Provident Fund Facilities: The institution offers provident fund (PF) facilities to employees who complete 6 months of continuous service.
2. Gratuity Benefit: Staff who complete 5 years of continuous service are provided with gratuity benefits

#### 2. Salary, Annual Increments and Incentives:

To recognize the hard work and contributions of its staff, IIPR offers annual salary increments ranging from 5-10% for both teaching and non-teaching staff, ensuring that employees are adequately rewarded for their dedication and performance. Performance based annual increments and close to UGC scale salary in terms of basic pay provided to staff who continue in service for more than 5 years ensuring long-term financial security.

#### 3. Professional Development:

The institution supports continuous professional growth through financial assistance and leaves for attending seminars, workshops, and conferences. Staff members are also encouraged to pursue higher education and research opportunities

#### 4. Job Security and Stability:

IIPR fosters a sense of security by offering a clear career progression framework, along with regular performance appraisals. The institution ensures job stability by adhering to fair recruitment practices and offering long-term employment opportunities.

#### 5. Leaves and Vacation:

To maintain a healthy work-life balance, IIPR follows comprehensive leave policies.

- a. Casual leaves
- b. On Duty Leaves

- c. Special Casual Leave
- d. Vacation leave.
- e. Maternity leave
- f. Flexible working hours and work-from-home options for contingencies
- g. Saturday remote/online work
- h. Weekly offs on Sundays, government holidays, and holidays declared by the institution for festivals

#### **6. Maternity and Family Support:**

In line with its commitment to supporting staff, IIPR offers maternity leave with pay to women employees. Employees facing health or family contingencies are also provided with flexible work-time options to accommodate their personal needs.

**7. Monthly birthday celebrations:** In order to promote a sense of camaraderie and well being birthday celebrations of staff are undertaken on a monthly basis.

**8. Team outings:** To foster a sense of community and camaraderie among staff day off from work and team outings are organized.

**9. Pantry facilities are** provided in the staff room with refrigerator, microwave oven and induction stove for staff use to ensure a comfortable and welcoming environment for all employees.

Through these welfare measures, IIPR strives to maintain a conducive work environment, ensuring the overall well-being, satisfaction, and professional growth of its teaching and non-teaching staff.

Few sample supporting documents are included below-

## Provident Fund Facilities.



### EMPLOYEE'S PROVIDENT FUND ELECTRONIC CHALLAN CUM RETURN (ECR)

Name of Establishment	SARVODAYA SEVA SANGHA		
Establishment Id	PYBOM1418404000	LIN	1709734489
Wage Month	AUG-2023	Return Month	SEP-2023
Contribution Rate (%)	12	ECR Type	ECR
Salary Disbursement Date	06-SEP-2023	Uploaded Date Time	18-SEP-2023 07:59
Exemption Status	Unexempted	TRRN Number	
Remarks	AUG	ECR Id	94895462
Total Members	21		
<b>Contribution and Remittance Details (In Rupees) :</b>			
Total EPF Contribution Remitted	36,619	Total EPS Contribution Remitted	25,429
Total EPF-EPS Contribution Remitted	11,190	Total Refund Advance	0
<b>PMRPY Upfront Benefit Details (In Rupees) :</b>			
Total PMRPY Upfront EPF Amount	0	Total PMRPY Upfront EPS Amount	0
PMRPY benefit remarks	NA		
<b>ABRY Upfront Benefit Details (In Rupees) :</b>			
Total ABRY benefit Amount	Employee EPF Share	Employer EPS Share	Employer EPF Share
	0	0	0
ABRY benefit remarks	Establishment is not eligible for ABRY scheme benefit as scheme declaration is not submitted.		



Member Details :-

Sl. No.	UAN	Name as per		Wages				Contribution Remitted				Refunds	PMRPY / ABRY Benefit			Posting Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days		Pension Share	ER PF Share	EE Share	
1	101572787756	ANITHA JOY	ANITHA JOY	21,840	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
2	101363730377	ANITHA K	ANITHA K	18,720	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
3	100931275659	ARCHANA K NAYAKA	ARCHANA K NAYAKA	15,600	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
4	101958101076	SAI SINDHURA	B K SAI SINDHURA	17,110	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
5	101259998371	JOSEPH PRAVEEN	D JOSEPH PRAVEEN	16,883	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
6	100932767201	ELIZABETH JASMINE	ELIZABETH JASMINE	65,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
7	101917601565	SR.ELSY N J	ELSY N J	18,720	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
8	101095937573	EMMANUEL W	EMMANUEL W	26,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
9	101399077528	GOLDEN POPPEN	GOLDA IMMACULATA POPPEN	13,520	13,520	13,520	13,520	1,622	1,126	496	0	0	-	-	-	N.A.
10	101854270885	REETHU VARNA	REETHUVARNA	24,180	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
11	101897591983	MONALISA NAYAK	MONALISA NAYAK	21,488	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
12	101427449489	NETHRAVATHI R	NETHRAVATHI R	28,600	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
13	101726844592	PRASHANTH PS	PRASHANTH PS	6,643	6,643	6,643	6,643	797	553	244	0	0	-	-	-	N.A.
14	101169229526	SHARMILA	SHARMILA S	17,512	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
15	101793796217	SHRUTIKA	SHRUTHIKAB	15,340	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
16	100785911192	SIDDARTH SRINIVASAN	SIDDARTH SRINIVASAN	20,800	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
17	100003217207	SMITA CHAKRABORTY	SMITA CHAKRABORTY	22,880	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
18	101427449525	SUMANGALA S HEGDE	SUMANGALA S HEGDE	20,020	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
19	101985401338	SUREJ UNNIKIRISHNAN	SUREJ UNNIKIRISHNAN	16,900	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
20	101020760993	SWAMY K	SWAMY K	15,600	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.

Sl. No.	UAN	Name as per		Wages				Contribution Remitted				Refunds	PMRPY / ABRY Benefit			Posting Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days		Pension Share	ER PF Share	EE Share	
21	100916025276	ZARINE IMMANUEL	ZARINE IMMANUEL	23,920	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.

Note:

- 1) UANs are prefixed with Asterisk sign (\*) in case AADHAAR is not seeded /unverified
- 2) EPS Contribution Remitted is prefixed with Hash sign (#) when Member's age is more than 58 years. Please ensure that this is the case of "Deferred Pension".

PMRPY Benefit Not Given Remarks :-

ABRY Benefit Not Given Remarks :-

Reason Code	Reason Name
EC10001	ECR already filed for this member
EC10002	Parallel Employment: ECR already filed for this
EC10003	Benefit already availed for this member
EC10004	Gross/EPF wages greater than 15,000/-
EC10005	Mismatch in EPF and EPS wages
EC10006	Mismatch in Due and Remitted values
EC10007	UAN Deactivated

Reason Code	Reason Name
GK10001	EPF wages are greater than or equal to 15,000/-
GK10002	Mismatch in EPF and EPS wages
GK10003	EPF contribution remitted is greater than due remittance
GK10004	EPS contribution remitted is greater than due remittance
GK10005	(EPF - EPS) diffrence contribution remitted is greater than due
GK10006	EPS contribution remitted is greater than due remittance
GK10007	Aadhaar not seeded



**EMPLOYEE'S PROVIDENT FUND**  
**ELECTRONIC CHALLAN CUM RETURN (ECR)**

Name of Establishment	SARVODAYA SEVA SANGHA		
Establishment Id	PYBOM1418404000	LIN	1709734489
Wage Month	JUN-2024	Return Month	JUL-2024
Contribution Rate (%)	12	ECR Type	ECR
Salary Disbursement Date	08-JUL-2024	Uploaded Date Time	15-JUL-2024 20:41
Exemption Status	Unexempted	TRRN Number	
Remarks	JUNE 2024	ECR Id	108489090
Total Members	23		
<b>Contribution and Remittance Details (In Rupees) :</b>			
Total EPF Contribution Remitted	41,347	Total EPS Contribution Remitted	28,713
Total EPF-EPS Contribution Remitted	12,634	Total Refund Advance	0
<b>PMRPY Upfront Benefit Details (In Rupees) :</b>			
Total PMRPY Upfront EPF Amount	0	Total PMRPY Upfront EPS Amount	0
PMRPY benefit remarks	NA		
<b>ABRY Upfront Benefit Details (In Rupees) :</b>			
Total ABRY benefit Amount	Employee EPF Share	Employer EPS Share	Employer EPF Share
	0	0	0
ABRY benefit remarks			



**Gratuity Benefit.**

Combined Pay Bill and Acquittance Roll Establishment						of the ..... IIPR ..... for the month of ..... <sup>year</sup> 2023-24.									
Sl. No.	NAMES Month & year	PAY Basic	D.A	H.R.A.	Medical Insurance O.F.I.C. Allowance	Total Gross Claim	Fund and Other Deductions						Total Deductions	Net Amount	Signature of Acquittance
							I. TAX T.D.S.	P.Tax	F.Adv. Provision	Post Office RD	LIC FF	F B.F. BR			
1.	June 2023	8667	2600	3467	800 3332	91667	-	-	-	-	-	-	-	-	ding
2.	July 2023	9839	2952	3935	800 3232	24597	-	-	-	-	-	-	-	-	ding
3.	August 2023	10,000	3000	4000	800 3200	25000	-	200	-	-	-	200	-	-	ding
4.	September 2023	10,000	3000	4000	800 3200	25000	-	200	-	-	-	200	-	-	ding
5.	October 2023	10,000	3000	4000	800 3200	25000	-	200	-	-	-	200	-	-	ding
6.	November 2023	8667	2600	3467	800 3332	2163	-	-	-	-	-	-	-	-	ding
7.	December 2023	11200	3360	4480	800 3260	28000	-	200	-	-	-	200	-	-	ding
8.	January 2024	11200	3360	4480	800 3260	28000	-	200	-	-	-	200	-	-	ding
9.	February 2024	11200	3360	4480	800 3260	28000	-	200	-	-	-	200	-	-	ding
10.	March 2024	11200	3360	4480	800 3260	28000	-	200	-	-	-	200	-	-	ding
11.	April 2024	11200	3360	4480	800 3260	28000	-	200	-	-	-	200	-	-	ding
12.	May 2024	10839	3252	4335	800 3011	52465	-	200	2536	-	-	200	-	-	ding
13.	June 2024	11200	3360	4480	800 3260	28000	-	200	-	-	-	200	-	-	ding
14.	July 2024	8310	2493	3324	800 3019	2074	-	-	-	-	-	-	-	-	ding
						Amount paid Gratuity = Rs [redacted]									
						UPI Id - 518LN 2429019101255989137									
						Transaction date: 16/10/2024									
						Received [Signature]									
						Principal [Signature]									

Resigned

Principal

## Annual Increment Letters.



Coordinator HR <coordinator.hr@iipr.in>

### Increment Letter - Dr. Sunita Damodar

2 messages

Coordinator HR <coordinator.hr@iipr.in>

Thu, Dec 21, 2023 at 2:06 PM

To: "Dr. Sunita Damodar" <sunita.damodar@iipr.in>

Cc: IIPR Principal <principal@iipr.in>, IIPR Head Operations & PR <PRO@iipr.in>

21<sup>st</sup> December 2023

Ref No. IIPR/HR/2023/810

Dear Dr. Sunita Damodar,

We take this opportunity to express our appreciation for your valuable contribution towards realizing the vision of IIPR. We look forward to you continuing your job responsibilities in the same spirit of commitment, sincerity, ownership and dedication in the years to come.

We acknowledge your wholehearted support and dedicated services in the past years by rewarding you with an annual increment of ██████████ per month with the Gross Salary (CTC) revised to ██████████ per month as per the UGC scale 12.6. This scale has been offered to you on completion of 9 years of your service. This revision will be effective from **01<sup>st</sup> September, 2023**.

Further increments in the future will be as per the Performance appraisal and UGC criteria of Career Advancement Scheme (CAS).

Please find below the new salary structure effective from the month of September 2023.

Compensation Package			
Particulars	Amount (Rs.)	Particulars	Amount(Rs.)
Basic	██████████	<b>Deductions</b>	
DA	██████████	Professional Tax	200
HRA	██████████	TDS	-
Medical Allowance	██████████	PF Employee Contribution	1,800
Conveyance	██████████	PF Employer Contribution	1,800
Other Allowances	██████████	<b>Total Deduction</b>	<b>3,800</b>
<b>Gross Salary (CTC)</b>	██████████	<b>Net Salary Payable</b>	██████████

The revised compensation package has been customized for you taking into consideration your performance, institution policies and related factors. We would like to re-emphasize that all information regarding compensation is confidential between you and the institution. Any discussion or disclosure of the same with anybody other than the undersigned will be considered as breach of agreement.

You may get back to Mr. Joyson N, Head of Operations, IIPR for any further clarifications in this regard. You are requested to acknowledge receipt of this mail by all means as early as possible.

With Best Wishes

Dr. Elizabeth Jasmine  
Principal

Thanks & Regards

**Joseph Praveen D**  
**Office Superintendent & Coordinator HR**  
**Indian Institute of Psychology & Research, IIPR**  
**Bangalore.**  
**Phone: 080 41217484, 080 41307111**  
**Website: [www.iipr.in](http://www.iipr.in)**



Coordinator HR <coordinator.hr@iipr.in>

## Increment Letter - Dr. Nethravathi R

1 message

Coordinator HR <coordinator.hr@iipr.in>

Thu, Dec 21, 2023 at 2:13 PM

To: Nethravathi R Psychology <nethravathi.r@iipr.in>

Cc: IIPR Principal <principal@iipr.in>, IIPR Head Operations & PR <PRO@iipr.in>

21<sup>st</sup> December 2023

Ref No. IIPR/HR/2023/813

Dear Dr. Nethravathi R,

We take this opportunity to express our appreciation for your valuable contribution towards realizing the vision of IIPR. We look forward to you continuing your job responsibilities in the same spirit of commitment, sincerity and dedication in the years to come.

We acknowledge your wholehearted support and dedicated services in the past years by rewarding you with an annual increment of ██████████ - per month with the Gross Salary (CTC) revised to ██████████ - per month as per the UGC scale 11.2 This scale has been offered to you on completion of 5 years of your service with IIPR . You are being placed on Assistant Professor level 11. This revision will be effective from **01<sup>st</sup> August, 2023.**

Further increments in the future will be as per the Performance appraisal and UGC criteria of Career Advancement Scheme(CAS).

Please find below the new salary structure effective from the month of August 2023.

<b>Compensation Package</b>			
<b>Particulars</b>	<b>Amount (Rs.)</b>	<b>Particulars</b>	<b>Amount(Rs.)</b>
Basic	██████████	Deductions	-
DA	██████████	Professional Tax	200
HRA	██████████	TDS	-
Medical Allowance	██████████	PF Employee Contribution	1,800
Conveyance	██████████	PF Employer Contribution	1,800
Other Allowances	██████████	<b>Total Deduction</b>	<b>3,800</b>
<b>Gross Salary (CTC)</b>	██████████	<b>Net Salary Payable</b>	██████████

The revised compensation package has been customized for you taking into consideration your performance, institution policies and related factors. We would like to re-emphasize that all information regarding compensation is confidential between you and the institution. Any discussion or disclosure of the same with anybody other than the undersigned will be considered as breach of agreement.

You may get back to Mr. Joyson N, Head of Operations, IIPR for any further clarifications in this regard. You are requested to acknowledge receipt of this mail by all means as early as possible

With Best Wishes

Dr. Elizabeth Jasmine  
Principal

**Thanks & Regards**

**Joseph Praveen D**  
Office Superintendent & Coordinator HR  
Indian Institute of Psychology & Research, IIPR  
Bangalore.  
Phone: 080 41217484, 080 41307111  
Website: [www.iipr.in](http://www.iipr.in)





### Attendance Register(Leaves and Vacation)

Sl. No	Name	DAILY ATTENDANCE FOR															THE MONTH OF <u>March 2024</u>															No. of Days				Remarks	
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Present	Absent	Leave		Late
1)	Ms. Emmanuel W Asst. Prof. of English	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	P-1 S-5 H-6.5	OP-11 VL-4.5
2)	Dr. Sumangala Hegde Asst. Prof. of Kannada and Sanskrit	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	P-0.5 S-5 H-6	VL-0.5 OD-9		
3)	Ms. Anitha Jay Asst. Professor of Marketing	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	P-2.5 S-5 H-8	VL-12.5 OD-3		
4)	Ms. Roshni Verma Asst. Prof. of Journalism	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	P-3.5 S-5 H-7	VL-13 OD-2.5		
5)	Ms. Anu Anu P Asst. Prof. of Social Work and H.O.D of SW	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	P-18 S-5 H-7	VL-1		
6)	Ms. Ely Leeba Asst. Prof. of English	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	P-6.5 S-5 H-4.5	OD-14 CL-1		
7)	Ms. Prathibha Rangdal Asst. Prof. of Commerce	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	P-11 S-5 H-7.5	CL-2.5 OD-5		
8)	Ms. Soniya V. Physical Education Teacher	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00	Time-in 10:00	Time-out 1:00		ML-31		



DEPARTMENT OF PSYCHOLOGY

Sl. No	Name	DAILY ATTENDANCE FOR															THE MONTH OF Jan 2024															No. of Days				Remarks
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Present	Absent	Leave	
1)	Dr. Elizabeth Jasmine																															P-18.5	S-4	H-7		CL-0.5 VL-1
2)	Dr. Sunila Damodh																															P-17.5	S-4	H-7		late 0.5 CL CL-1.5 VL-1
3)	Dr. Nellikavalur																															P-19.5	S-4	H-6		OD-0.5 VL-1
4)	Mrs. Smrita Chakra body																															P-17	S-4	H-6		OD-1.5 VL-1 CL-1 L-0.5
5)	Dr. Zaina Immanuel																															P-17	S-4	H-7		OD-2 VL-1
6)	Elogy N. J.																															P-18.5	S-4	H-7		CL-0.5 VL-1
7)	Ms. Sharmila																															P-18.5	S-4	H-7		CL-0.5 VL-1
8)	Mrs. Anitha K																															P-15	S-4	H-7		Cont home 2 CL-2 VL-1

Sl. No	Name	DAILY ATTENDANCE FOR															THE MONTH OF Jan 2024															No. of Days				Remarks
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Present	Absent	Leave	
10)	Ms. Jayashree S																															P-17	S-4	H-7		CL-2 VL-1
11)	Mrs. Mahalakshmi																															P-18	S-4	H-7		CL-1 VL-1
12)	Ms. Rhanumalika																															P-17	S-4	H-7		CL-2 VL-1
13)	Ms. Namalika Sheba Mathew																															P-18.5	S-4	H-7		CL-0.5 VL-1
																																				PRINCIPAL Indian Institute of Psychology and Research St. Anthony's Friary # 85, Hosur Road, Bengaluru - 560 095

## Interest Free Loan Benefits:



Coordinator HR <coordinator.hr@iipr.in>

### Requesting for the financial help

1 message

Nethravathi R Psychology <nethravathi.r@iipr.in>  
To: Principal IIPR <principal@iipr.in>  
Cc: Coordinator HR <coordinator.hr@iipr.in>

Thu, Jun 6, 2024 at 2:58 PM

Dear Ma'am,

My name is Dr. Nethravathi R, Assistant Professor, Department of Psychology, Indian Institute of Psychology and Research.

I am writing this mail to make a humble request for granting me an loan from the institute. As I am currently facing financial hardship, I am in urgent need of the loan amount of rupees [REDACTED]

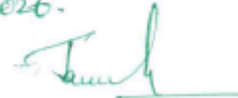
I hereby assure you that I will be making prompt repayment of the loan amount as per the institution policy.

Thank you for your time and consideration. I appreciate your understanding, I am truly obliged.

Sincerely,  
Nethra

Loan amount will be repayed in installments of [REDACTED] per month from the salary of the staff from the month of August 2024 to April 2026.

Nethra  
16/7/24

  
16/7/2024

PRINCIPAL  
Indian Institute of Psychology and Research  
St. Anthony's Friary  
# 85, Hosur Road, Bengaluru - 560 095

## Team Outing:

