



Rajgad Dnyanpeeth's

**Rajgad Institute of Management  
Research & Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra),  
Affiliated to Savitribai Phule Pune University

## 6.3 Faculty Empowerment Strategy

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

Staff Welfare Policy
Provident Fund Acknowledgement Receipt
BUS Facility Photo
Staff Health check up Report
Document related to Financial support provided to Teaching staff
Maternity Leave sanction letter and salary paid details
Proofs related to other leave provisions
Outdoor activity Photos
Uniform to Staff Members- Expenses details
Report of Birthday Celebration and farewell to staff



Rajgad Dnyanpeeth's

# Rajgad Institute of Management Research & Development, Pune-43

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## STAFF WELFARE POLICY

Section	Administration
Prepared By	Coordinator - IQAC
Approved By	Director
Policy Amendment Date	04/06/2019
Version	2.0

### Introduction to Policy:

This policy draws guidelines in regards to staff welfare support provided by management.

### Objectives :

- To provide staff welfare facilities as per set norms of Rajgad Dnyanpeeth
- To provide healthy environment to the teaching and non teaching staff of the institute

### The Policy

A staff welfare committee shall be constituted under the Chairmanship of Director along with teaching and non teaching representatives.

The Committee meeting shall be conducted once in year.

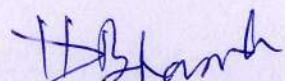
The policy includes following guiding principles

### Arrangements for well-being and stress prevention through good management practices

- All faculty should treat their colleagues with dignity and promote a culture of mutual respect in the teams they manage.
- There shall be performance appraisal system, promotion and reward system.
- All employees should take responsibility for working effectively in their assigned roles, thus helping to avoid stress to their colleagues.

### Leave Privileges:

- Various leave such as medical, study leave is given to teaching and non teaching staff of the institute. On duty leave is granted for completion of Ph.D. coursework and related research activities such as conducting surveys, visiting various institutions, companies for data collection, examination work, paper setting etc.
- Library membership of various other libraries such as British Council shall be provided to all teaching staff where membership fee is paid by the institute.

  
**Dr. D. B. Bharati**  
Director



Rajgad Dnyanpeeth's

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### Welfare Practices:

- **Employee Provident Fund:** PF facility is provided to Non teaching staff.
- **Uniform:** Uniforms is provided to both teaching and non teaching staff
- **Maternity Leave:** Maternity leave is given to female staff
- **First Aid and Health Check up Facility:** First Aid cum seek room is available in the institute. The institute organizes health check up camp for all employees on annual basis
- **Safety and security at campus:** Security is provided in the campus. Institute is under CCTV surveillance for monitoring safety and security of all staff and students in the premises
- **Pantry for staff:** Pantry is available in the institute to serve tea and coffee to all the staff members
- **Vacation:** Summer and winter vacations are provided to all the faculties.
- **Cafeteria:** Cafeteria is available in the institute premises where faculty can avail food
- **Birthdays and special achievements:** Special achievements of teaching and non teaching staff are celebrated including birthdays.
- **Staff Welfare Programmes:** Staff welfare programmes such as Yoga session, Session on work life balance and out door activities etc. are arranged for all the staff of the institute

**Dr. D. B. Bharati**  
Director



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**Rajgad Institute of Management**

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## **6.3 Faculty Empowerment Strategy**

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

### **Provident Fund Acknowledgement**

**EMPLOYEE'S PROVIDENT FUND ORGANISATION**

**ELECTRONIC CHALLAN CUM RETURN  
(ACKNOWLEDGEMENT SLIP)**

Your ECR for the month of **SEP-2018** for Establishment **PUPUN0120768000**  
challan with Temporary Return Reference Number (TRRN) **3151810032307**  
**29-OCT-2018 18:53**

has been successfully uploaded and  
has been generated on

Please make Online payment against this challan. Online payment has been made mandatory vide notification dated 5th May 2015.

The provision regarding due date for remittance as per the scheme remains unchanged.

*(This is a computer generated report and not requires to be signed)*



**Director**  
**Raigad Dnyanpeeth's**  
**Raigad Institute of Management**  
**Research and Development**  
**Dhankawadi, Pune - 43**



**COMBINED CHALLAN OF A/C NO. 01, 02, 10, 21 & 22 (with ECR)  
EMPLOYEES' PROVIDENT FUND ORGANISATION**

TRRN: 3151810032307

Establishment Code & Name : PUPUN0120768000 RAJGAD DNYAPEETHS  
Address : BHOR, BHOR, PUNE, PUNE, MAHARASHTRA

Dues for the wage month of :September/2018

Total Subscribers : EPF 157 EPS 157 EDLI 157  
Total Wages : 13,43,000 13,43,000 13,43,000

SL.	PARTICULARS	A/C.01 (Rs.)	A/C.02 (Rs.)	A/C.10 (Rs.)	A/C.21 (Rs.)	A/C.22 (Rs.)	TOTAL
1	Administration Charges	0	6,713	0	0	0	6,713
2	Employer's Share Of Contribution	49,289	0	1,11,884	6,713	0	167,886
3	Employee's Share Of Contribution	1,61,173	0	0	0	0	161,173
Grand Total : Three Lakh Thirty-Five Thousand Seven Hundred Seventy-Two Rupees Only							3,35,772

*( Only for offline payment in case permitted by EPFO )*

**FOR BANKS USE ONLY**  
Amount Received Rs. ....  
Date of presentation of Cheque/DD .....  
Date of Realisation of Cheque/DD .....  
SBI Branch Name .....  
SBI Branch Code .....

**FOR ESTABLISHMENT USE ONLY** (To be manually filled by Employer)  
Cheque/DD No. .... Date: .....  
Cheque/DD drawn bank & Name of the Depositor.....  
Date of Deposit.....  
Signature of the ..... Mobile No. ....

(This is a system generated challan on 29-OCT-2018 18:53, the particulars shown in this challan are populated from the Electronic Challan Cum Return (ECR) uploaded by the establishment for the specified month and year.)

Note :- The following amounts are being remitted directly by Government of India on account of PMRPY and PMPRPY-

- A) A/C no 1 (Employer share) (Rs.) - 0
- B) A/C no 10 (Pension fund) (Rs.) - 0
- C) Total (A + B) (Rs.) - 0
- D) Total remittance by Employer (Rs.) - 3,35,772
- E) Total amount of uploaded ECR (C + D) (Rs.) - 3,35,772

**Rajgad Dnyapeeths**  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43



कर्मचारी भविष्य निधि संगठन  
Employees' Provident Fund Organization


भविष्य निधि भवन, १४, भीकाजी कामा प्लेस, नई दिल्ली - ११००६६  
Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110066

Generated On 14/05/2019 17:41:

**Payment Confirmation Receipt**

TRRN No :	3151810032307
Challan Status :	Payment Confirmed
Challan Generated On :	29-OCT-2018 18:53:04
Establishment ID :	PUPUN0120768000
Establishment Name :	RAJGAD DNYAPEETHS
Challan Type :	Monthly Contribution Challan
Total Members :	157
Wage Month :	SEP-2018
Total Amount (Rs) :	3,35,772
Account-1 Amount (Rs) :	2,10,462
Account-2 Amount (Rs) :	6,713
Account-10 Amount (Rs) :	1,11,884
Account-21 Amount (Rs) :	6,713
Account-22 Amount (Rs) :	0
Payment Confirmation Bank :	Bank of Baroda
CRN :	012031118000270
Payment Date :	03-NOV-2018 13:38:28
Payment Confirmation Date :	03-NOV-2018 13:39:58



  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43



RajgadDnyanpeeth's

## Rajgad Institute of Management Research & Development, Pune-43

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### 6.3 Faculty Empowerment Strategy

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

##### BUS Facility

Rajgad Dnyanpeeth Trust has 10 buses which are made available on request for organizing study visits, industrial visits and picnics cum outdoor activities of MBA students.



**Rajgad Dnyanpeeth Bus**







Rajgad Dnyanpeeth's

Rajgad Institute of Management

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## 6.3 Faculty Empowerment Strategy

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

### Staff Checkup

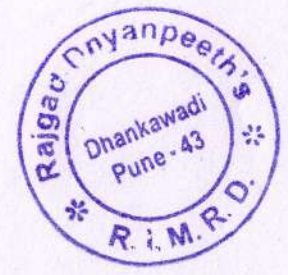
Free health checkup camps are organized for all teaching and non teaching staff.





*[Handwritten Signature]*

**Director**  
**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management**  
**Research and Development**  
**Dhankawadi, Pune - 43**





Rajgad Dnyanpeeth's

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## **6.3 Faculty Empowerment Strategy**

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

#### **Financial support is provided to faculty for attending seminar, conference, FDP and workshop and membership fees of various libraries**

Financial support is provided to teaching and non teaching staff in the form of reimbursement of registration fees/travel expense to attend seminar, conference, FDP, workshop and for promotional activities for institute.



Rajgad Dnyanpeeth's

# RAJGAD INSTITUTE OF MANAGEMENT RESEARCH & DEVELOPMENT

S.No. : 32/2//12 to 16. Opp. Dhankawadi Post Office, Dhankawadi, Pune-411043

Approved by AICTE. Recognised by DTE (Govt. Of Maharashtra), Affiliated to the University of Pune

Date: 01/03/2018

For approval...

Subject: Approval to attend NAAC Seminar at Ahmadnagar...

Respected Madam,

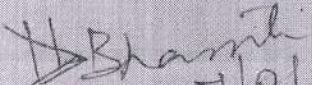
There is a National Seminar on "New NAAC Accreditation Process & Benefits" organized by IBMRD, Ahmadnagar. We are planning to send our two faculties for the seminar.

The expenses including Registration Fees, Lodging and Travelling are approximately Rs. 4000/-

Expected expenses are Rs. 4000/-

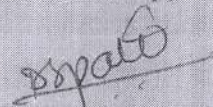
Kindly approve and sanction the same.

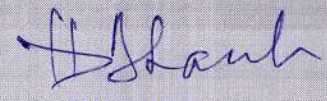
Submitted (For Approval)...

  
Dr. D. B. Bharati  
Director

Submitted to the Hon. Secretary for kind approval please

Approved/ Not approved

  
Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary  
Rajgad Dnyanpeeth

  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

Mr. Sagar

Pl. make the arrangement  
of cash.  
Prof. Abhay Pathak &  
Prof. Sachin Bidve shall  
attend the conference  
Dr. D. B. Bharati



**Misc. Receipt Book**

No. 833 Date: 6 / 3 / 2018

Name / Mr. / Miss. Sachin Bidave

Roll No.: \_\_\_\_\_ Class: \_\_\_\_\_

Received the sum of Rs. Five Hundred Rupees

(In words) Rs. 500/-

on account of \_\_\_\_\_

Benefits" organized by  
 the seminar.  
 approximately Rs. 4000/-

Sr. No.	Particulars	Amount	
		Rs.	Ps.
1.	Fine (Library) .....		
2.	Sale of Prospectus .....		
3.	Recovery for .....		
4.	Telephone Charges .....		
5.	Leaving / Bonafide / Character Certificate Charges .....		
6.	Examination a) Form .....		
	b) Fees .....		
7.	Railway concession form .....		
8.	Eligibility Fees .....	500	-
9.	Other Receipts .....		
Total Rs.-		500	-

*(Signature)*  
 CASHIER

*(Signature)*

*(Signature)*  
 Director  
 Rajgad Dnyanpeeth's  
 Rajgad Institute of Management  
 Research and Development  
 Dhankawadi, Pune - 43

Pl. make the an  
 of cash.  
 Prof. Abhay Patkar  
 Prof. Sachin Bidave  
 attend the cor  
*(Signature)*



Rajgad Dnyanpeeth's

# RAJGAD INSTITUTE OF MANAGEMENT RESEARCH & DEVELOPMENT

Padmashri Dr. Vithalrao Vikhe Patil Foundation's

Institute of Business Management & Rural Development

P.O. M.I.D.C., Vilad Ghat, Ahmednagar - 414 111. (M.S.)



411043

of Pune

Date: 01/03/2018

## Misc. Receipt Book

No.: 832

Date: 13/03/18

Name / Mr. / Migs. Abhay Pathak

Roll No.: \_\_\_\_\_ Class: \_\_\_\_\_

Received the sum of Rs. 500/-

(In words) Rs. Five Hundred Rupees

on account of \_\_\_\_\_

Benefits" organized by  
seminar.

approximately Rs. 4000/-

Sr. No.	Particulars	Amount	
		Rs.	Ps.
1.	Fine (Library) .....		
2.	Sale of Prospectus .....		
3.	Recovery for .....		
4.	Telephone Charges .....		
5.	Leaving / Bonafide / Character Certificate Charges .....		
6.	Examination a) Form .....		
	b) Fees .....		
7.	Railway concession form .....		
8.	Eligibility Fees .....		
9.	Other Receipts .....	500	—
Total Rs.-		500	—

*(Signature)*  
CASHIER

*(Signature)*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

Pl. make the arrangement  
of cash.  
Prof. Abhay Pathak &  
Prof. Sachin Bidve shall  
attend the conference  
*(Signature)*  
13/03/2018

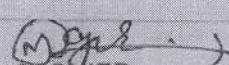


Rajgad Dnyanpeeth's

# RAJGAD INSTITUTE OF MANAGEMENT RESEARCH & DEVELOPMENT

① Ambegaon to Nasikphata	—	80
② Nasikphata to Bhosari	—	23
③ Petrol	—	900
④ Dinner	—	280
⑤ Chakan to Bhosari (Share Auto)	—	20
⑥ Bhosari to Katedaj (Ambegaon)	—	35
⑦ Bisleji (5)	—	100
		<u>1438</u>
⑧ Registration fees	—	1000
		<u>2438</u>

8-3-18

  
CASHIER

  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

411043  
of Pune

Date: 01/03/2018

Benefits" organized by  
e seminar.  
approximately Rs. 4000/-

Pl. make the arrangement  
of cash.  
Prof. Abhay Patil &  
Prof. Sachin Bidve shall  
attend the conference  
— Ashank

**Cash Payment Voucher**

No. : RD/RIMRD/CASH PAYMENT/001

Dated : 8-Mar-2018

Particulars	Amount
Account : Faculty Development Exp A/c	2,438.00

Through :

Cash

On Account of :

Mr. Pathak and Bidwe sir has been attended seminar of NAAC Accrediation to Nagar, Expenses has been paid as per the sanctioned by management.

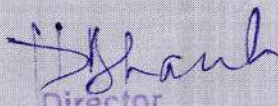
Amount (in words) :

Indian Rupees Two Thousand Four Hundred Thirty Eight Only

₹ 2,438.00

Receiver's Signature:

Authorised Signatory

  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43





Rajgad Dnyanpeeth's

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## **6.3 Faculty Empowerment Strategy**

### **6.3.1 The institution has effective welfare measures for Teaching and Non-Teaching Staff**

#### **Sanction of various leaves such as On Duty, Medical, Study leave**

There is a provision to avail different types of leaves for all teaching and non teaching such as on duty, medical, study leave etc.

## On Duty Leave applied through ERP

iCloudEMS		RAJGAD INSTITUTE OF MANAGEMENT RESEARCH AND DEVELOPMENT		Welcome, PRAJAKTA WARALE					
Academic year : 2018-2019		Semester : Even		My Profile		Release Notes		Logout	
Id	Name	Date	Types	of Days					Leave Request
27-02-2019 to 01-03-2019	RIMRD015 PRAJAKTA NILESH WARALE	27-02-2019	Casual Leave	3.00	Personal	Sanctioned : 3.00 Pending : 0 Cancelled : 0			
01-01-2019 to 01-01-2019	RIMRD015 PRAJAKTA NILESH WARALE	27-02-2019	Casual Leave	0.50 ( 1st Half Day )	test	Sanctioned : 0.50 Pending : 0 Cancelled : 0			
09-03-2019 to 09-03-2019	RIMRD015 PRAJAKTA NILESH WARALE	06-03-2019	Casual Leave	1.00	Personal Problem	Sanctioned : 1.00 Pending : 0 Cancelled : 0			
11-04-2019 to 11-04-2019	RIMRD015 PRAJAKTA NILESH WARALE	10-04-2019	Casual Leave	1.00	Going out of station (Rahuri)	Sanctioned : 1.00 Pending : 0 Cancelled : 0			
18-04-2019 to 18-04-2019	RIMRD015 PRAJAKTA NILESH WARALE	16-04-2019	On Duty Leave	1.00	To attend Dissertation viva voce At Sinhgad Institute of Management,Vadgaon	Sanctioned : 1.00 Pending : 0 Cancelled : 0			
13-05-2019 to 17-05-2019	RIMRD015 PRAJAKTA NILESH WARALE	22-04-2019	Casual Leave	5.00	Seek leave for attending,preparation and arrangement of marriage ceremony of my niece.	Sanctioned : 5.00 Pending : 0 Cancelled : 0			

## On Medical Leave applied through ERP

iCloudEMS		RAJGAD INSTITUTE OF MANAGEMENT RESEARCH AND DEVELOPMENT		Welcome, MANJURI KALYANKAR																														
Academic year : 2018-2019		Semester : Even		My Profile		Release Notes		Logout																										
<div style="display: flex;"> <div style="width: 20%;"> <p><b>Menu</b></p> <ul style="list-style-type: none"> <li>Reports</li> <li>Examinations</li> <li>Assignments</li> <li>Online Exam</li> <li>Employee</li> <li>Course</li> <li>Student</li> <li>Proctor</li> <li>Attendance</li> <li>Apply Leave</li> <li>Question Bank</li> <li>Grievance Complaint</li> <li>Notification</li> <li>Leave Management</li> <li>Dashboard</li> <li>Circular</li> <li>Time Table</li> </ul> </div> <div style="width: 80%;"> <p><b>Apply Leave &gt;&gt; My Leave List</b></p> <div style="display: flex; justify-content: space-between;"> <span>My Leave List</span> <span>Leave Summary</span> <span>Apply Leave</span> <span>Alternate Request to me</span> <span>Back Dated Leave List</span> <span>Comp Off</span> </div> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>Type of leave</th> <th>Leaves</th> <th>Leave Balance</th> <th>Leave Taken</th> <th>Late Entry Deducted (Included in leave taken)</th> </tr> </thead> <tbody> <tr> <td>Casual Leave</td> <td>12.00</td> <td>11</td> <td>1.00</td> <td>0</td> </tr> <tr> <td>Vacation Leave</td> <td>40.00</td> <td>40</td> <td>0.00</td> <td>0</td> </tr> <tr> <td>Maternity Leave</td> <td>90.00</td> <td>90</td> <td>0.00</td> <td>0</td> </tr> <tr> <td>Medical Leave</td> <td>10.00</td> <td>9</td> <td>1.00</td> <td>0</td> </tr> </tbody> </table> <div style="margin-top: 10px;"> <p style="text-align: center;">Search Leave List</p> <p>From (dd-mm-yyyy)* <input type="text" value="01-06-2018"/></p> <p>To (dd-mm-yyyy)* <input type="text" value="30-05-2019"/></p> </div> </div> </div>										Type of leave	Leaves	Leave Balance	Leave Taken	Late Entry Deducted (Included in leave taken)	Casual Leave	12.00	11	1.00	0	Vacation Leave	40.00	40	0.00	0	Maternity Leave	90.00	90	0.00	0	Medical Leave	10.00	9	1.00	0
Type of leave	Leaves	Leave Balance	Leave Taken	Late Entry Deducted (Included in leave taken)																														
Casual Leave	12.00	11	1.00	0																														
Vacation Leave	40.00	40	0.00	0																														
Maternity Leave	90.00	90	0.00	0																														
Medical Leave	10.00	9	1.00	0																														



**iCloudEMS**  **RAJGAD INSTITUTE OF MANAGEMENT RESEARCH AND DEVELOPMENT**

Welcome, **MANJIRI KALYANKAR**

Academic year : 2018-2019 Semester : Even My Profile Calendar **Release Notes** Logout

Notification  
Leave Management  
Dashboard  
Circular  
Time Table

**Search Leave List**

From (dd-mm-yyyy)\* 01-05-2018

To (dd-mm-yyyy)\* 30-05-2019

Show Leave with Status All

**Search** **Reset**

Date	Employee Id	Employee Name	Apply Date	Leave Types	Number of Days	Comment	Status	Action	Print Leave Request
19-03-2019 to 19-03-2019	RIMRD003	MANJIRI DATTARAM KALYANKAR	18-03-2019	Medical Leave	1.00	Fever	Sanctioned : 1.00 Pending : 0 Cancelled : 0		
20-05-2019 to 20-05-2019	RIMRD003	MANJIRI DATTARAM KALYANKAR	22-05-2019	Casual Leave	1.00	Personal (Wedding)	Sanctioned : 1.00 Pending : 0 Cancelled : 0		

**iCloudEMS**  **RAJGAD INSTITUTE OF MANAGEMENT RESEARCH AND DEVELOPMENT**

Welcome, **MANJIRI KALYANKAR**

Academic year : 2018-2019 Semester : Even My Profile Calendar **Release Notes** Logout

**Menu** **Apply Leave >> My Leave List >> Detail View**

My Leave List Leave Summary **Apply Leave** Alternate Request to me

**Leave Request(19-03-2019 to 19-03-2019) MANJIRI DATTARAM KALYANKAR**

Replacement requests							
Date	Class	Division	Theory/Pract.	Alternative Employee	Requested By	Status	
19-03-2019	FY MBA S2	A	Theory	Marketing Management	PRIYANKA RANSHING	MANJIRI KALYANKAR	Not Approved

HOD Approval				
Date	Leave Types	Reason	Status Details	Action
19-03-2019	Medical Leave	Fever	<b>Details</b>	Approved

Reports  
Examinations  
Assignments  
Online Exam  
Employee  
Course  
Student  
Proctor  
Attendance  
Apply Leave  
Question Bank  
Grievance Complaint  
Notification  
Leave Management  
Dashboard



**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development,**  
**Dhankawadi, Pune - 43**

**Teaching Staff**

**Instructions:**

1. Tick mark on the type of leave which you want to take
2. It is essential to attach medical certificate with medical leave
3. Give details and attached related invitations / letters for on duty and Special leave.

To,

The Director  
Rajgad Institute of Management Research and Development,  
Dhankawadi, Pune.

Date: 6/3/19

Name of the Applicant: - Ms. Shreya S. Gaikwad

Respected Sir,

I may be granted Half / Full Day leave from: 5/3/19 to 5/3/19 for: 01 Days

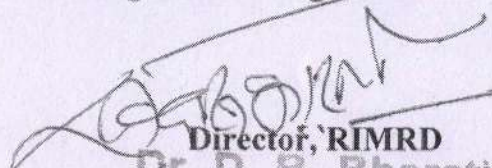
Reason for leave: Illness

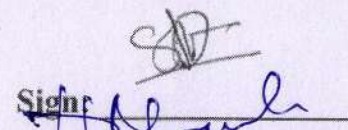
Sr. No.	Type of leave	Opening Balance	For office use	
			Taken leaves in this academic year	Currently remaining leave
1.	Casual leave	12	1/2	11 1/2
2.	Medical leave ✓	10	1	9
3.	On duty leave (Earned Leave)	0	0	0
4.	Other leaves	40	-	-

Reviewed By

Leave granted/Not granted

yours truly,

  
Director, RIMRD  
Dr. D. S. Bharati  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research and Development

  
Sign  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development,**  
**Dhankawadi, Pune - 43**

**Teaching Staff**

**Instructions:**

1. Tick mark on the type of leave which you want to take
2. It is essential to attach medical certificate with medical leave
3. Give details and attached related invitations / letters for on duty and Special leave.

To,  
The Director  
Rajgad Institute of Management Research and Development,  
Dhankawadi, Pune.

Date: 26/2/2019

Name of the Applicant: - Rohan P. Dahivale

Respected Sir,

I may be granted Half / Full Day leave from: 25/2/19 to: 25/2/19 for: 1 Days

Reason for leave: Ph.D. Viva Exam

Sr. No.	Type of leave	Opening Balance	For office use	
			Taken leaves in this academic year	Currently remaining leave
1.	Casual leave			
2.	Medical leave			
3.	On duty leave (Earned Leave)			
4.	Other leaves (Study leave)			

Leave granted/Not granted

yours truly,



Director, RIMRD  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management



Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development,**  
**Dhankawadi, Pune - 43**

**Teaching Staff**

**Instructions:**

1. Tick mark on the type of leave which you want to take
2. It is essential to attach medical certificate with medical leave
3. Give details and attached related invitations / letters for on duty and Special leave.

To,

The Director  
Rajgad Institute of Management Research and Development,  
Dhankawadi, Pune.

Date: - 17/12/18

Name of the Applicant: - Puiyanka Ransting

Respected Sir,

I may be granted Half / Full Day leave from: 17/12/18 to: 18/12/18 for: 2 Days

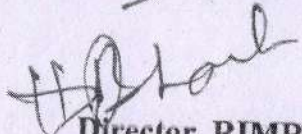
Reason for leave: - Medical Leave


Sr. No.	Type of leave	Opening Balance	For office use	
			Taken leaves in this academic year	Currently remaining leave
1.	Casual leave			
<input checked="" type="checkbox"/> 2.	Medical leave			
3.	On duty leave (Earned Leave)			
4.	Other leaves			

Reviewed By

Leave granted/Not granted

yours truly,


  
Director, RIMRD  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development


  
Sign  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

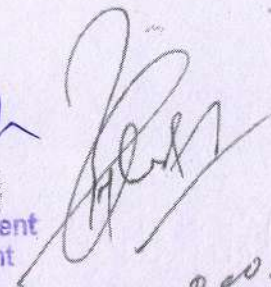


To whom so ever it may concern

—————  
This is to certify that  
Priyanka Kanching is suffering from  
Asthma since 07/12/18 & advised  
Medical management  
She is advised rest for two days  
w.e.f. 17/12/18 to 18/12/18  
She should be fit to return by 19/12.

  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development

  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

  
Per no 2005/02/11/12  
Dr. D. B. Bharati  
Director

Rajgad Dnyanpeeth's  
Rajgad Institute of Management Research and Development,  
Dhankawadi, Pune - 43

Teaching Staff

**Instructions:**

1. Tick mark on the type of leave which you want to take
2. It is essential to attach medical certificate with medical leave
3. Give details and attached related invitations / letters for on duty and Special leave.

To,  
The Director  
Rajgad Institute of Management Research and Development,  
Dhankawadi, Pune.

Date: 07-05-2019

Name of the Applicant: - Abhay A. Patil

Respected Sir,

I may be granted Half / Full Day leave from: 08-05-19 to: 08-05-19 for: 01 Days

Reason for leave: Ph.D synopsis Submission at Handled.


Sr. No.	Type of leave	Opening Balance	For office use	
			Taken leaves in this academic year	Currently remaining leave
1.	Casual leave			
2.	Medical leave			
3.	On duty leave (Earned Leave)			
4.	Other leaves <input checked="" type="checkbox"/> study leave.			

Reviewed By

Leave granted/Not granted

yours truly,

  
Director, RIMRD  
Dr. D. B. Bharati  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management Research and Development  
Dhankawadi, Pune - 43

Sign  
  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43





Rajgad Dnyanpeeth's

**Rajgad Institute of Management  
Research & Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra),  
Affiliated to Savitribai Phule Pune University

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## **6.3 Faculty Empowerment Strategy**

### **6.3.1 The institution has effective welfare measures for Teaching and Non-Teaching Staff**

#### **Faculty Development Programmes and Interactive sessions**

Various faculty development programmes, interactive sessions, Yoga workshop, Life Enrichment sessions were organized in the institute for professional development of staff

# Faculty Development Programme on “Accreditation- A Quality Enhancement Strategy”



Dr. Anita Khatke, Director, JSPM's Jayawantrao Sawant Institute of Management and Research, Hadapsar, Pune-28 as a resource person

*H. Shank*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

## Faculty Development Programme on “FAQs-NAAC Peer Team”



Dr. Shailesh Siddhatekar, Chetan Dattaji Gaikwad Institute of Management, Pune as a resource person for session

*Shankh*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

**Faculty Development Programme on “IIQA and SSR Preparation”**



Dr. Abheejit Mancharkar , Director, AISSMS guiding faculty members on IIQA and SSR preparation

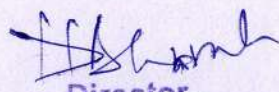
*Abheejit Mancharkar*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

## National Level Seminar on

### Impact of GST on Small & Medium Enterprise



Director Dr. D.B.Bharati, all faculty members along with chief guest and other resource persons for national seminar on GST

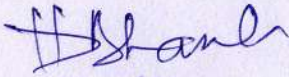
  
Director  
Raigad Dnyanpeeth's  
Raigad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

## Yoga Workshop for Faculty

Yoga is a way of living that aims towards a healthy mind in a healthy body. It helps in reducing the stress level. Yoga session was organised for the faculty members



Faculty members along with Director Dr.D.B.Bharati during Yoga session

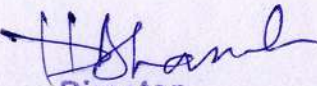
  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

**Life Enrichment Session organized for faculty members**

Interactive session on Life Enrichment was organized for staff members by HR Consultant  
Madhura Patil



Mrs. Madhura Patil taking Life Enrichment session for faculty members

  
Director

Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

## Staff Picnic To KASPathar

Outdoor activities boost moral for the staff and helps in team building. It also helps in relieving stress and helps in increasing productivity of work.



*P. Warale*

Dr.Prajakta Warale

*R. Dahivale*

Dr.Rohan Dahivale

*D.B. Bharati*

Dr.D.B. Bharati

**IQAC Coordinator**  
**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043



**HOD**

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43





RajgadDnyanpeeth's

**Rajgad Institute of Management  
Research & Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra),  
Affiliated to SavitribaiPhule Pune University

---

## **6.3 Faculty Empowerment Strategy**

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

#### **Maternity Benefit**

Maternity benefit is provided to female staff members by sanctioning paid medical leave of three months and flexible working hours.

दि. २५/०३/२०१६

मे. सविनय सादर

विषय :- रोशना जैद, सहाय्यक प्राध्यापक, एम.बी.ए. यांच्या प्रसूती रजेबाबत.

रोशना जैद ह्या गेल्या पाच वर्षांपासून राजगड इन्स्टिट्यूट ऑफ मॅनेजमेंट रिसर्च अँड डेव्हलपमेंट, धनकवडी, पुणे -४११ ०४३ येथे सहाय्यक प्राध्यापक म्हणून कार्यरत आहेत. त्यांनी वैद्यकीय सल्ल्यानुसार ०१ एप्रिल, २०१६ ते ३० जून, २०१६ अखेर तीन महिन्यांची प्रसूती रजा मिळावी, असा अर्ज दिलेला आहे. सदर अर्ज सोबत जोडलेला आहे.

जैद यांनी गेल्या पाच वर्षांच्या कालखंडात वैद्यकीय रजा उपभोगलेली नाही. तसेच त्यांचे गेल्या पाच वर्षांतील कामही समाधानकारक असल्याचे वेळोवेळी व्यवस्थापनाच्या निदर्शनास आलेले आहे. डायरेक्टर, एम.बी.ए. यांनी त्यांची वैद्यकीय रजा पगारी मंजूर करावी, अशी शिफारस केलेली आहे.

या सर्व पार्श्वभूमीवर जैद यांना एप्रिल २०१६ ते जून २०१६ अखेर तीन महिन्यांची पगारी प्रसूती रजा मंजूर करावी, असे वाटते.

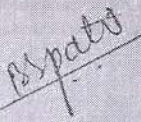
मंजूरीसाठी सविनय सादर



प्रकल्पाधिकारी

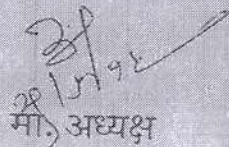
25/01/2016

मान्य  
मा. मानद सचिव





Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

  
मा. अध्यक्ष

मा. अध्यक्ष,

दि . ०९ . ०१ . २०१७

राजगड ज्ञानपीठ,

धनकवडी पुणे - ४११०४३

मा. सविनय सावर

अर्जदार : कोमल शंकर आंबवले, ग्रंथपाल एम. बी. ए कॉलेज

विषय : प्रसुती रजेबाबत

महोदय,

मी कोमल शंकर आंबवले आपल्या राजगड ज्ञानपीठ संस्थेमध्ये २००७ मध्ये भोर येथील बी. एड. कॉलेजमध्ये एक वर्ष कार्यरत होते. तसेच २००८ पासून धनकवडी येथील राजगड इन्स्टिट्यूट ऑफ मॅनेजमेंट रिसर्च अँड डेव्हलपमेंट येथे आठ वर्षे ग्रंथपाल म्हणून कार्यरत आहे. अशा प्रकारे मी गेल्या नऊ वर्षांपासून आपल्या संस्थेमध्ये कामकारत आहे. वैदयकीय सत्यानुसार दि ०९ डिसेंबर २०१६ ते ०९ मार्च २०१७ अखेर तीन महिन्यांची प्रसुती रजामिळाची असा अर्ज दिलेला आहे.

मी गेल्या नऊ वर्षांच्या कालखंडात पगारी रजा उपभोगलेली नाही. तसेच अल्तापर्यंत कॉलेजपुरते काम नकरता संस्थेतील इंजिनिअरींग कॉलेजच्या ग्रंथालयाचा सेटअप तसेच इ. कामे विनामानधन केली आहेत. संस्थेतील प्रत्येक काम मनापामून केले असून ते पूर्ण समाधानकारक केले आहे. फक्त ग्रंथालयापुरते काम नकरता इतरही कामे वेळेप्रसंगी करत आले आहे.

आपण या पूर्वी संचालक यांना त्यांच्या मुलाच्या लग्नासाठी तसेच असि. प्रोफेसर रोशना जैद यांना प्रसुतीसाठी आणि सॉडकर यांनाही विवाहासाठी पगारी रजा मंजूर केलेली आहे. म्हणून मलाही माझ्या प्रसुतीसाठी विशेष वाव म्हणून पगारी रजामंजूर करावी असे वाटते.

अशा रून पार्श्वभूमीवर मला तीन महिन्यांची पगारी प्रसुती रजा मंजूर करावी अशी विनंती आहे.

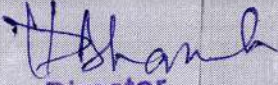
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प्र

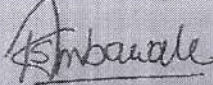
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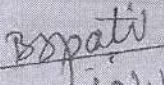
मा

सविनय सावर

  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

ग्रंथपाल,

  
कोमल आंबवले.

  
13/1/17

मा. सविनय सावर  
३१/१७

# RAJGAD INSTITUTE OF MANAGEMENT RESEARCH AND DEVELOPMENT

(Affiliated to the University of Pune, Recognized by Govt. of Maharashtra &  
Approved by AICTE, New Delhi)



Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary

Mr. Anantrao Thopte  
Hon. Founder President  
Ex - Education Minister

To,  
The Branch Manager,  
Bank of Maharashtra,  
Padmavati

Date: 15-May-2016

Sub: Transfer the Cheque of Salary to the Employees respective account for the Month

Apr-16

Respected Sir,

With reference to above mentioned subject, we are depositing a cheque of staff salary. We request you to  
Following are the details: -

Bank Acc. No: 60080233295						
Sr. No.	Name of Employee	Post	Narration		Bank Acc. No.	Amount
1	Dr. Devidas Bharati	Director	By Salary for	Apr-16	68007424814	91,151
2	Sushama Kamthe	Asst. Prof	By Salary for	Apr-16	60051439869	26,800
3	Shweta Naik	Asst. Prof	By Salary for	Apr-16	68001200425	26,800
4	Anil Sasane	Asst. Prof	By Salary for	Apr-16	68001200221	37,280
5	Amol Phadtare	Asst. Prof	By Salary for	Apr-16	60052122136	37,280
6	Harsha Mehta	Asst. Prof	By Salary for	Apr-16	20087906593	27,800
7	Roshna Jaid	Asst. Prof	By Salary for	Apr-16	68007424825	35,780
8	Hemlata Sonawane	Asst. Prof	By Salary for	Apr-16	68007424803	26,800
9	Parmeshwar Shinde	Asst. Prof	By Salary for	Apr-16	68007424790	26,800
10	Ranjeet Chavan	Asst. Prof	By Salary for	Apr-16	68007424734	26,800
11	Sangameshwar Balurgi	Asst. Prof	By Salary for	Apr-16	68007424847	26,800
12	Vaishali Gholap	Asst. Prof	By Salary for	Apr-16	68007424745	26,800
13	Rohan Dahivale	Asst. Prof	By Salary for	Apr-16	68007424778	35,780
14	Nandkumar Badave	Asst. Prof	By Salary for	Apr-16	60049179201	37,280
15	Shekhar Chavan	Asst. Prof	By Salary for	Apr-16	68010619808	35,780
16	Renuka Walunj	Asst. Prof	By Salary for	Apr-16	68012473729	37,280
17	Komal Ambawale	Librarian	By Salary for	Apr-16	60015716918	35,000
18	Sagar Bhande	Acct.	By Salary for	Apr-16	60016233033	33,095
19	Manoj Khamkar	Clerk	By Salary for	Apr-16	60003115127	13,190
20	Rahul Sondkar	Clerk	By Salary for	Apr-16	68007424789	13,190
21	Emran Shaikh	Tech Asst	By Salary for	Apr-16	60168994844	13,190
22	Sandeep Mandhare	Peon	By Salary for	Apr-16	60021130971	10,422
23	Vandana Tupe	Peon	By Salary for	Apr-16	60051441450	11,111
24	Asha Bhorekar	Peon	By Salary for	Apr-16	68007424756	11,111
Rupees Seven Lakh Three thousand Three hundred Twenty Only						
7,03,320						

Thanking You,



*Dr. Bhagyashri Patil*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

Yours faithfully,

*Mr. Anantrao Thopte*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune-43



Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary

Mr. Anantrao Thopte  
Hon. Founder President  
Ex - Education Minister

To,  
The Branch Manager,  
Bank of Maharashtra,  
Padmavati

Date: 10-Jun-2016

**Sub:** Transfer the Cheque of Salary to the Employees respective account for the Month

**May-16**

Respected Sir,

With reference to above mentioned subject, we are depositing a cheque of staff salary. We request you to

Following are the details: -

Bank Acc. No: 60080233295						
Sr. No.	Name of Employee	Post	Narration		Bank Acc. No.	Amount
1	Dr. Devidas Bharati	Director	By Salary for	May-16	68007424814	91,151
2	Sushama Kamthe	Asst. Prof	By Salary for	May-16	60051439869	26,800
3	Shweta Naik	Asst. Prof	By Salary for	May-16	68001200425	26,800
4	Anil Sasane	Asst. Prof	By Salary for	May-16	68001200221	37,280
5	Amol Phadtare	Asst. Prof	By Salary for	May-16	60052122136	37,280
6	Harsha Mehta	Asst. Prof	By Salary for	May-16	20087906593	27,800
7	Roshna Jaid	Asst. Prof	By Salary for	May-16	68007424825	37,280
8	Hemlata Sonawane	Asst. Prof	By Salary for	May-16	68007424803	26,800
9	Parmeshwar Shinde	Asst. Prof	By Salary for	May-16	68007424790	26,800
10	Ranjeet Chavan	Asst. Prof	By Salary for	May-16	68007424734	26,800
11	Sangameshwar Balurgi	Asst. Prof	By Salary for	May-16	68007424847	26,800
12	Vaishali Gholap	Asst. Prof	By Salary for	May-16	68007424745	26,800
13	Rohan Dahivale	Asst. Prof	By Salary for	May-16	68007424778	35,780
14	Nandkumar Badave	Asst. Prof	By Salary for	May-16	60049179201	37,280
15	Shekhar Chavan	Asst. Prof	By Salary for	May-16	68010619808	35,780
16	Renuka Walunj	Asst. Prof	By Salary for	May-16	68012473729	37,280
17	Komal Ambawale	Librarian	By Salary for	May-16	60015716918	35,000
18	Sagar Bhande	Acct.	By Salary for	May-16	60016233033	33,095
19	Manoj Khamkar	Clerk	By Salary for	May-16	60003115127	13,190
20	Rahul Sondkar	Clerk	By Salary for	May-16	68007424789	13,190
21	Emran Shaikh	Tech Asst	By Salary for	May-16	60168994844	13,190
22	Sandeep Mandhare	Peon	By Salary for	May-16	60021130971	10,422
23	Vandana Tupe	Peon	By Salary for	May-16	60051441450	11,111
24	Asha Bhorekar	Peon	By Salary for	May-16	68007424756	11,111
Rupees Seven Lakh Four thousand Eight Hundred and Twenty Only						7,04,020

Thanking You,

Yours faithfully,

*Bhagyashri Patil*

Director

Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

*Anantrao Thopte*

Director

Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune-43

# RAJGAD INSTITUTE OF MANAGEMENT RESEARCH AND DEVELOPMENT

(Affiliated to the University of Pune, Recognized by Govt. of Maharashtra & Approved by AICTE, New Delhi)



Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary

Mr. Anantrao Thopte  
Hon. Founder President  
Ex - Education Minister

To,  
The Branch Manager,  
Bank of Maharashtra,  
Padmavati

Date: 10-Jul-2016

Sub: Transfer the Cheque of Salary to the Employees respective account for the Month

Jun-16

Respected Sir,

With reference to above mentioned subject, we are depositing a cheque of staff salary. We request you to  
Following are the details: -

Bank Acc. No: 60080233295						
Sr. No.	Name of Employee	Post	Narration		Bank Acc. No.	Amount
1	Dr. Devidas Bharati	Director	By Salary for	Jun-16	68007424814	91,151
2	Sushama Kamthe	Asst. Prof	By Salary for	Jun-16	60051439869	26,800
3	Shweta Naik	Asst. Prof	By Salary for	Jun-16	68001200425	26,800
4	Anil Sasane	Asst. Prof	By Salary for	Jun-16	68001200221	37,280
5	Amol Phadtare	Asst. Prof	By Salary for	Jun-16	60052122136	37,280
6	Harsha Mehta	Asst. Prof	By Salary for	Jun-16	20087906593	27,800
7	Roshna Jaid	Asst. Prof	By Salary for	Jun-16	68007424825	12,293
8	Hemlata Sonawane	Asst. Prof	By Salary for	Jun-16	68007424803	26,800
9	Parmeshwar Shinde	Asst. Prof	By Salary for	Jun-16	68007424790	26,800
10	Ranjeet Chavan	Asst. Prof	By Salary for	Jun-16	68007424734	26,800
11	Sangameshwar Balurgi	Asst. Prof	By Salary for	Jun-16	68007424847	26,800
12	Vaishali Gholap	Asst. Prof	By Salary for	Jun-16	68007424745	26,800
13	Rohan Dahivale	Asst. Prof	By Salary for	Jun-16	68007424778	35,780
14	Nandkumar Badave	Asst. Prof	By Salary for	Jun-16	60049179201	37,280
15	Shekhar Chavan	Asst. Prof	By Salary for	Jun-16	68010619808	35,780
16	Renuka Walunj	Asst. Prof	By Salary for	Jun-16	68012473729	37,280
17	Komal Ambawale	Librarian	By Salary for	Jun-16	60015716918	35,000
18	Sagar Bhande	Acct.	By Salary for	Jun-16	60016233033	33,095
19	Manoj Khamkar	Clerk	By Salary for	Jun-16	60003115127	13,190
20	Rahul Sondkar	Clerk	By Salary for	Jun-16	68007424789	13,190
21	Emran Shaikh	Tech Asst	By Salary for	Jun-16	60168994844	13,190
22	Sandeep Mandhare	Peon	By Salary for	Jun-16	60021130971	10,422
23	Vandana Tupe	Peon	By Salary for	Jun-16	60051441450	11,111
24	Asha Bhorekar	Peon	By Salary for	Jun-16	68007424756	11,111

Twoes Six Lakh Seventy Nine thousand Eight hundred Thirty Three Paise Thirty Three On

Thanking You,



*DBhansh*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

Yours faithfully,

*DBhansh*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune-43



Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary

Mr. Anantrao Thopte  
Hon. Founder President  
Ex - Education Minister

To,  
The Branch Manager,  
Bank of Maharashtra,  
Padmavati

Date: 10-Jan-2017

Sub: Transfer the Cheque of Salary to the Employees respective account for the Month

Dec-16

Respected Sir,

With reference to above mentioned subject, we are depositing a cheque of staff salary. We request you to

Following are the details: -

Bank Acc. No: 60080233295						
Sr. No.	Name of Employee	Post	Narration		Bank Acc. No.	Amount
1	Dr. Devidas Bharati	Director	By Salary for	Dec-16	68007424814	91,151
2	Sushama Kamthe	Asst. Prof	By Salary for	Dec-16	60051439869	26,800
3	Shweta Naik	Asst. Prof	By Salary for	Dec-16	68001200425	26,800
4	Anil Sasane	Asst. Prof	By Salary for	Dec-16	68001200221	37,280
5	Amol Phadtare	Asst. Prof	By Salary for	Dec-16	60052122136	37,280
6	Harsha Mehta	Asst. Prof	By Salary for	Dec-16	20087906593	27,800
7	Roshna Jaid	Asst. Prof	By Salary for	Dec-16	68007424825	37,280
8	Hemlata Sonawane	Asst. Prof	By Salary for	Dec-16	68007424803	26,800
9	Parmeshwar Shinde	Asst. Prof	By Salary for	Dec-16	68007424790	26,800
10	Ranjeet Chavan	Asst. Prof	By Salary for	Dec-16	68007424734	25,929
11	Sangameshwar Balurgi	Asst. Prof	By Salary for	Dec-16	68007424847	26,800
12	Vaishali Gholap	Asst. Prof	By Salary for	Dec-16	68007424745	26,800
13	Rohan Dahivale	Asst. Prof	By Salary for	Dec-16	68007424778	37,280
14	Nandkumar Badave	Asst. Prof	By Salary for	Dec-16	60049179201	37,280
15	Shekhar Chavan	Asst. Prof	By Salary for	Dec-16	68010619808	35,780
16	Renuka Walunj	Asst. Prof	By Salary for	Dec-16	68012473729	37,280
17	Komal Ambawale	Librarian	By Salary for	Dec-16	60015716918	35,480
18	Sagar Bhande	Acct.	By Salary for	Dec-16	60016233033	33,095
19	Manoj Khamkar	Clerk	By Salary for	Dec-16	60003115127	18,906
20	Rahul Sondkar	Clerk	By Salary for	Dec-16	68007424789	18,906
21	Emran Shaikh	Tech Asst	By Salary for	Dec-16	60168994844	20,706
22	Sandeep Mandhare	Peon	By Salary for	Dec-16	60021130971	15,070
23	Vandana Tupe	Peon	By Salary for	Dec-16	60051441450	15,070
24	Asha Bhorekar	Peon	By Salary for	Dec-16	68007424756	15,070

nees Seven Lakh Thirty Seven thousand Four hundred Forty Three Paise Twenty One On

Thanking You,

Yours faithfully,

*DBhamb*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

*H. Shamb*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune-43



Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary

Mr. Anantrao Thopte  
Hon. Founder President  
Ex - Education Minister

To,  
The Branch Manager,  
Bank of Maharashtra,  
Padmavati

Date: 2-Feb-2017

Sub: Transfer the Cheque of Salary to the Employees respective account for the Month **Jan-17**

Respected Sir,

With reference to above mentioned subject, we are depositing a cheque of staff salary. We request you to  
Following are the details: -

Bank Acc. No: 60080233295						
Sr. No.	Name of Employee	Post	Narration		Bank Acc. No.	Amount
1	Dr. Devidas Bharati	Director	By Salary for	Jan-17	68007424814	91,151
2	Sushama Kamthe	Asst. Prof	By Salary for	Jan-17	60051439869	26,800
3	Shweta Naik	Asst. Prof	By Salary for	Jan-17	68001200425	26,800
4	Anil Sasane	Asst. Prof	By Salary for	Jan-17	68001200221	37,280
5	Amol Phadtare	Asst. Prof	By Salary for	Jan-17	60052122136	37,280
6	Roshna Jaid	Asst. Prof	By Salary for	Jan-17	68007424825	37,280
7	Sangameshwar Balurgi	Asst. Prof	By Salary for	Jan-17	68007424847	26,800
8	Vaishali Gholap	Asst. Prof	By Salary for	Jan-17	68007424745	26,800
9	Rohan Dahivale	Asst. Prof	By Salary for	Jan-17	68007424778	37,280
10	Nandkumar Badave	Asst. Prof	By Salary for	Jan-17	60049179201	37,280
11	Shekhar Chavan	Asst. Prof	By Salary for	Jan-17	68010619808	35,780
12	Renuka Walunj	Asst. Prof	By Salary for	Jan-17	68012473729	37,280
13	Komal Ambawale	Librarian	By Salary for	Jan-17	60015716918	35,480
14	Sagar Bhande	Acct.	By Salary for	Jan-17	60016233033	33,095
15	Manoj Khamkar	Clerk	By Salary for	Jan-17	60003115127	18,906
16	Rahul Sondkar	Clerk	By Salary for	Jan-17	68007424789	18,906
17	Emran Shaikh	Tech Asst	By Salary for	Jan-17	60168994844	20,706
18	Sandeep Mandhare	Peon	By Salary for	Jan-17	60021130971	15,070
19	Vandana Tupe	Peon	By Salary for	Jan-17	60051441450	15,070
20	Asha Bhorekar	Peon	By Salary for	Jan-17	68007424756	15,070
Rupees Six Lakh Thirty thousand One hundred Fourteen Paise Eighteen Only						6,30,114

Thanking You,

Yours faithfully,



*Bhamb*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Dnyanpeeth's  
Rajgad Dnyanpeeth's  
Rajgad Dnyanpeeth's

*Bhamb*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune-43



**RAJGAD DNYANPEETH'S**  
**RAJGAD INSTITUTE OF MANAGEMENT RESEARCH AND DEVELOPMENT**

(Affiliated to the University of Pune, Recognized by Govt. of Maharashtra &  
Approved by AICTE, New Delhi)



Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary

Mr. Anantrao Thopte  
Hon. Founder President  
Ex - Education Minister

To,  
The Branch Manager,  
Bank of Maharashtra,  
Padmavati

Date: 15-Mar-2017

**Sub:** Transfer the Cheque of Salary to the Employees respective account for the Month

**Feb-17**

Respected Sir,

With reference to above mentioned subject, we are depositing a cheque of staff salary. We request you to

Following are the details: -

Bank Acc. No: 60080233295						
Sr. No.	Name of Employee	Post	Narration		Bank Acc. No.	Amount
1	Dr. Devidas Bharati	Director	By Salary for	Feb-17	68007424814	66,051
2	Sushama Kamthe	Asst. Prof	By Salary for	Feb-17	60051439869	26,700
3	Shweta Naik	Asst. Prof	By Salary for	Feb-17	68001200425	26,700
4	Anil Sasane	Asst. Prof	By Salary for	Feb-17	68001200221	37,180
5	Amol Phadtare	Asst. Prof	By Salary for	Feb-17	60052122136	37,180
6	Roshna Jaid	Asst. Prof	By Salary for	Feb-17	68007424825	37,180
7	Sangameshwar Balurgi	Asst. Prof	By Salary for	Feb-17	68007424847	26,700
8	Vaishali Gholap	Asst. Prof	By Salary for	Feb-17	68007424745	26,700
9	Rohan Dahivale	Asst. Prof	By Salary for	Feb-17	68007424778	37,180
10	Nandkumar Badave	Asst. Prof	By Salary for	Feb-17	60049179201	37,180
11	Shekhar Chavan	Asst. Prof	By Salary for	Feb-17	68010619808	34,180
12	Renuka Walunj	Asst. Prof	By Salary for	Feb-17	68012473729	37,180
13	Komal Ambawale	Librarian	By Salary for	Feb-17	60015716918	32,380
14	Sagar Bhande	Acct.	By Salary for	Feb-17	60016233033	32,995
15	Manoj Khamkar	Clerk	By Salary for	Feb-17	60003115127	18,806
16	Rahul Sondkar	Clerk	By Salary for	Feb-17	68007424789	18,806
17	Emran Shaikh	Tech Asst	By Salary for	Feb-17	60168994844	20,606
18	Sandeep Mandhare	Peon	By Salary for	Feb-17	60021130971	14,970
19	Vandana Tupe	Peon	By Salary for	Feb-17	60051441450	14,970
20	Asha Bhorekar	Peon	By Salary for	Feb-17	68007424756	14,970
<b>Rupees Five Lakh Ninety Eight thousand Six hundred Fourteen Paise Eighteen Only</b>						<b>5,98,614</b>

Thanking You,

Yours faithfully,

Director

Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune-43

Director

Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune-43



Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary

Mr. Anantrao Thopte  
Hon. Founder President  
Ex - Education Minister

To,  
The Branch Manager,  
Bank of Maharashtra,  
Padmavati

Date: 2-Apr-2017

**Sub:** Transfer the Cheque of Salary to the Employees respective account for the Month

**Mar-17**

Respected Sir,

With reference to above mentioned subject, we are depositing a cheque of staff salary. We request you to  
Following are the details: -

Bank Acc. No: 60080233295						
Sr. No.	Name of Employee	Post	Narration		Bank Acc. No.	Amount
1	Dr. Devidas Bharati	Director	By Salary for	Mar-17	68007424814	56,151
2	Sushama Kamthe	Asst. Prof	By Salary for	Mar-17	60051439869	26,800
3	Shweta Naik	Asst. Prof	By Salary for	Mar-17	68001200425	26,800
4	Anil Sasane	Asst. Prof	By Salary for	Mar-17	68001200221	37,280
5	Amol Phadtare	Asst. Prof	By Salary for	Mar-17	60052122136	37,280
6	Roshna Jaid	Asst. Prof	By Salary for	Mar-17	68007424825	37,280
7	Sangameshwar Balurgi	Asst. Prof	By Salary for	Mar-17	68007424847	26,800
8	Vaishali Gholap	Asst. Prof	By Salary for	Mar-17	68007424745	26,800
9	Rohan Dahivale	Asst. Prof	By Salary for	Mar-17	68007424778	37,280
10	Nandkumar Badave	Asst. Prof	By Salary for	Mar-17	60049179201	37,280
11	Shekhar Chavan	Asst. Prof	By Salary for	Mar-17	68010619808	37,280
12	Renuka Walunj	Asst. Prof	By Salary for	Mar-17	68012473729	37,280
13	Komal Ambawale	Librarian	By Salary for	Mar-17	60015716918	35,480
14	Sagar Bhande	Acct.	By Salary for	Mar-17	60016233033	33,095
15	Manoj Khamkar	Clerk	By Salary for	Mar-17	60003115127	18,906
16	Rahul Sondkar	Clerk	By Salary for	Mar-17	68007424789	18,906
17	Emran Shaikh	Tech Asst	By Salary for	Mar-17	60168994844	20,706
18	Sandeep Mandhare	Peon	By Salary for	Mar-17	60021130971	15,070
19	Vandana Tupe	Peon	By Salary for	Mar-17	60051441450	15,070
20	Asha Bhorekar	Peon	By Salary for	Mar-17	68007424756	15,070
<b>Rupees Five Lakh Ninety Six thousand Six hundred Fourteen Paise Eighteen Only</b>						<b>5,96,614</b>

Thanking You,



*H. Bhande*

**Director**

**Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43**

Yours faithfully,

*H. Bhande*

**Director**

**Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune-43**



Rajgad Dnyanpeeth's

Rajgad Institute of Management

Research & Development, Pune-43

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra),

Affiliated to Savitribai Phule Pune University

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## 6.3 Faculty Empowerment Strategy

### 6.3.1 The institution has effective welfare measures for Teaching and Non-Teaching Staff

#### Safety, Security and other welfare practices at the Campus

Safety and security is provided to all students, teaching as well as non teaching staff. Other welfare practices such as sanitary napkin vending machine, incinerator machine, CCTV etc. are located in the campus for the benefit of female students and staff.

## Security Staff

Security staff is appointed at the entrance gate of the campus to provide security to students, staff



  
**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

## CCTV Camera

CCTVs are installed at various locations and at different floors in the institute and premises.



CCTV in the admin office

*Abhan*

Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43



CCTV in the admin office



**Staff welfare practice for female staff member-Provision For Sanitary Napkin Vending Machine**



**Staff Welfare practice for female staff member-Provision For Sanitary Napkin Incinerator Machine**



*Shankh*  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43

The Fire Safety device



*Warale*

Dr.Prajakta Warale

IQAC Coordinator  
**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Chankawadi, Pune - 411 043

*Dahivale*

Dr.Rohan Dahivale



*Bharati*


Dr.D.B.Bharati

Director  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43





Uniform for Non teaching staff

  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43



Uniform for non teaching staff

*P. Warale*

**Dr.Prajakta Warale**

**IQAC Coordinator**

**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043

*R. Dahivale*

**Dr.Rohan Dahivale**

**HOD**

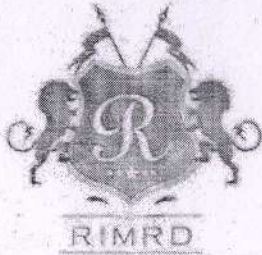


*D.B. Bharati*

**Dr.D.B.Bharati**

**Director**

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43



Rajgad Dnyanpeeth's  
**Rajgad Institute of Management  
Research & Development**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra),  
Affiliated to Savitribai Phule Pune University

Date: 11/01/2019

For approval...

Subject: Approval for Uniform for teaching and non-teaching staff...

Respected Madam,

As per our telephonic discussion, we are planning to have 'Uniforms' for the teaching and non-teaching staff. The detailed quotation is attached herewith.

SN	Particulars	Expenses
1	1 Blazer, 1 Pant, 2 Shirts: Teaching Staff (Rs 3250/ per set * 7 Staff)	Rs 22750
2	2 Pant, 3 Shirts: Non- Teaching Staff (Rs 2450/ per set * 5 Staff)	Rs 12250
3	Pair of Sarees etc for Ladies Non- Teaching Staff Rs 800 * 4	Rs 03200
Total Expenses		Rs 38200

Expected expenses are Rs. 38,200/-

Kindly approve and sanction the same.

Submitted (For Approval)...

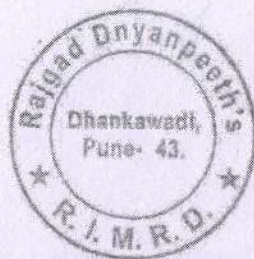
Dr. D. B. Bharati  
Director

Submitted to the Hon. Secretary for kind approval.

Approved/ Not-approved

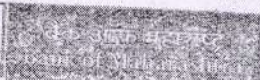
Dr. (Mrs.) Bhagyashri Patil  
Hon. Secretary  
Rajgad Dnyanpeeth

Dr. D. B. Bharati  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43



Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune -43





00215 PUNE PADMAVATI  
 SUSHIL DATTA SANGAM CO-OP HSG SOC.  
 PADMAVATI PUNE SATARA RD PUNE  
 PUNE 411037  
 IFSCCode : MAMB0000315

2 2 0 1 2 0 1 9  
 D D M M Y Y Y Y

Pay अदा करें X Tailor

Rupees रुपये Indian Rupees Twenty Thousand Only

Or Bearer  
 या धारक को

₹ \*\*₹ 20,000.00

A/c No.  
 खाता नं. 60080233295

**VOID**

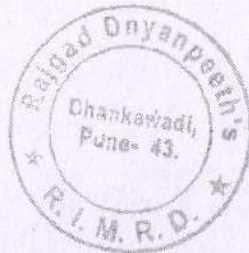
For Rajgad Dnyanpeeth's Rajgad Institute Of  
 Management Research And Development, Pune

*H. Bharati*  
 Director

*B. P. ...*  
 Hor. Secretary  
 RAJGAD DNYANPEETH'S R I M R D  
 President  
 स्थापक/ Signature(s)  
 Please sign above

⑈ 245824⑈ 411014032⑈ 000211⑈ 10

*H. Bharati*  
**Dr. D. B. Bharati**  
 Director  
 Rajgad Dnyanpeeth's  
 Rajgad Institute Of Management  
 Research And Development  
 Dhankawadi, Pune- 43



*H. Bharati*  
 Director  
 Rajgad Dnyanpeeth's  
 Rajgad Institute of Management  
 Research and Development  
 Dhankawadi, Pune -43



Rajgad Dnyanpeeth's  
**RAJGAD INSTITUTE OF MANAGEMENT RESEARCH & DEVELOPMENT**  
 Approved by AICTE, Affiliated to the University of Pune,  
 Recognised by DTE (Govt. of Maharashtra)  
 S. No. 32/2/12 To 16, Dhankawadi, Pune - 411 043. Tel. : 020 - 24362334, 24364642

No. \_\_\_\_\_

**VOUCHER**

Date: 14/12/19

Pay to: X Tailor

Rupees: 15000/- (in words) fifteen thousand only

Only by Cash / Cheque No. - cash -

As per details given below and debit the same to A/c Uniform (staff)

	Amount	
	Rs.	Ps.
Today staff uniform expenses has been paid.		
Total bill of Rs. 35000/-		
Advance paid Rs. 20,000/- chq. 245824/22.1.19		
Balance paid in cash 15,000/- today	Total Rs.	15000-00

*[Signature]*  
Accounts Officer

*[Signature]*  
Authorised Signatory

Rec *[Signature]* ature

*[Signature]*  
**Dr. D. B. Bharati**  
 Director  
 Rajgad Dnyanpeeth's  
 Rajgad Institute Of Management  
 Research And Development  
 Dhankawadi, Pune- 43

*[Signature]*  
 Director  
 Rajgad Dnyanpeeth's  
 Rajgad Institute of Management  
 Research and Development  
 Dhankawadi, Pune - 43

MANAGEMENT RESEARCH AND DEVELOP  
S. No. 32/2/12-16,  
Opp- Dhankawadi Post Office,  
Dhankawadi, Pune - 411043  
020-24362334,24370164,24365783,24365306  
WWW.RIMRD.ORG  
E-Mail :director@rimrd.org

Bank Payment Voucher

No. : RD/RIMRD/BANK PAYMENT/002

Dated : 22-Jan-2019

Through : BOM PADMAVATI 60080233295

Particulars	Amount
Account : X Tailors Agst Ref 11.01.2019      20,000.00 Dr	20,000.00

On Account of :

Being Advance for Uniform Sticking has been paid.

Amount (in words) :

Indian Rupees Twenty Thousand Only

₹ 20,000.00

Bank Transaction Details:

Cheque      245824      22-Jan-2019      20,000.00

Receiver's Signature:

Authorised Signatory

**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43

**Director**  
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Research and Development  
Dhankawadi, Pune - 43



Rajgad Dnyanpeeth's

**Rajgad Institute of Management  
Research & Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra),  
Affiliated to SavitribaiPhule Pune University

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## **6.3 Faculty Empowerment Strategy**

### **6.3.1 The institution has effective welfare measures for Teaching and Non-Teaching Staff**

#### **Birthday Celebration and farewell of staff**

Staff welfare committee of the institute celebrates birthdays of all teaching and non teaching staff and arrange farewell to the staff



**Send off is given to Mr.Imran Shaikh (Compter Lab Assistant)**



**Birthday Celebration of Librarian Mrs.Shreya Gaikwad**



**Birthday Celebration of Prof. Manjiri Kalyankar**



**Dr. Prajakta Warale**

**IQAC Coordinator**

**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043

**Dr. Rohan Dahivale**

**HOD**

**Dr. D. B. Bharati**

**Director**

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
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