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TAMIL NADU OPEN UNIVERSITY



# EMPLOYEE WELFARE POLICY



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMIL NADU OPEN UNIVERSITY

(A State Open University Established by Government of Tamil Nadu; Recognized by UGC & DEB;  
Member in Asian Association of Open Universities, and Association of Commonwealth Universities)

577-Anna Salai, Saidapet, Chennai - 600 015.



# **Tamil Nadu Open University**

577, Anna Salai, Saidapet, Chennai – 600015, Tamil Nadu

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## **TAMIL NADU OPEN UNIVERSITY EMPLOYEE WELFARE POLICY**



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## Welfare Policy of the teaching faculty, other academics, and non-teaching staff of the Tamil Nadu Open University.

The Tamil Nadu Open University's efforts to provide benefits, facilities, and services to the teaching faculty, other academics, and the non-teaching staff are part of its Employee Welfare Policy. These activities are undertaken by the University to ensure that the employees have a comfortable and ethical working environment. Welfare activities enhance employees' morale. They create self-motivated employee in the University. Besides, they develop an improved image of the University in the employees' minds. The efficiency of the employees increases when the employees can enjoy satisfaction in their workplace. Moreover, when an employee has faith in the organization, they are less likely to be influenced by other forces.

The organizations undertake the well-being activities voluntarily or under statutory compliance. This policy expresses the organization's willingness to work for the betterment of the employee and provides the range of facilities that the university offers. This policy is prepared in consideration with different aspects for the comprehensive development of staff of the University.

The following are the objectives of welfare measures of the Tamil Nadu Open University:

1. To ensure the inclusive development of the life of teaching faculty, other academics, and non-teaching staff.
2. To provide an opportunity for teaching faculty, other academics, and the non-teaching staff to acquire competencies during their period of service.
3. To provide other avenues for the welfare of teaching faculty, other academics, and the non-teaching staff of the University (Financial/Medical/Personal).
4. To provide adequate opportunities for the academic excellence of teaching faculty, other academics and the non-teaching staff through various events.
5. To provide facilities to carry out research and development/ Ph.D./PDF.

**I. Statutory provisions of Welfare Measures:** Maternity Leave, Child Care Leave, Sick Leave, Paternity Leave, Study Leave etc. are provided in the Statutes and teaching faculty and other academics of the University are entitled to these benefits. Similarly, non-teaching members of the university are also extended the similar facilities as per the contract of service.



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**II. Learning based:** The University system, over the years, has developed certain practices which help the teachers and non-teaching staff to improve their individual as well as professional competence. These measures are of many types and some of these are enumerated below:

- **Medical Facilities** - In addition to on-campus health centre, the University has also an MoU with multi-speciality hospital near to University campus for any major health issues. There exists a provision of group Mediclaim policy for the benefit of the teaching faculty, other academics, and the non-teaching staff, a scheme extended by the Government of Tamil Nadu for all Government servants. In the recent past many teachers and employees have been benefited by this.
- **Academic and Professional Development-** For this purpose, teachers and other academic are permitted to attend the Orientation Programmes, Refreshers Programmes, Summer Schools, Winter Schools and FDPs etc. from time to time to enhance their professional competence. Further, teachers are allowed to present their research papers and to participate in National / International seminars, conferences, and workshops.
- **Training Programmes** - For the benefit of non-teaching employees many training programmes were arranged, and the staff of the University were allowed to participate in various programmes related to e-tendering, GEM purchases and finance & accounting etc.
- **Financial advance and Savings Avenues** - Tamil Nadu Open University Staff Co-operative Thrift and Credit Society Ltd., - was established in 2015 for taking care of the financial and savings need of the employees of the University.
- **Participation of Employees** - There exists a system of spontaneous voluntary support which results in great welfare of the members of the University, in need. It has been a practice amongst the employees of the University to financially contribute to the best of their capacity to help a member who desperately needs such financial support in times of medical emergencies. Though, it is not an official practice, but it is so important that one can't afford not to mention it in the list of welfare measures available for the University community.

