



KURIAKOSE ELIAS COLLEGE MANNANAM

Affiliated to Mahatma Gandhi University, Kottayam
www.kecollege.ac.in | kecollegemnm@gmail.com



Criterion - VI

Governance, Leadership and Management

6.3- Faculty Empowerment Strategies

6.3.1.

Welfare Schemes



KURIAKOSE ELIAS COLLEGE, MANNANAM

Mannanam P.O., Kottayam - 686561, Kerala, India

Re-accredited by NAAC in 2019

Affiliated to Mahatma Gandhi University, Kottayam

Estd. in 1964



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kecollegemnm@gmail.com



0481-2597374 (Aided); 2599699 (Self-Financing)

Declaration by the Principal

This is to declare that the institution has introduced a range of welfare schemes to enhance job satisfaction for both teaching and non-teaching staff. These measures focus on employee well-being, financial security, and professional growth.

The key welfare schemes include:

- **Financial assistance to attend professional development programs**
- **Staff Co-operative Society:** Offers financial assistance, including loans, at affordable interest rates.
- **Emergency Medical Financial Support:** Provides financial aid for urgent medical expenses for both teaching and non-teaching staff.
- **Group Insurance Scheme (GIS)**
- **State Life Insurance Scheme (SLI)**
- **Festival Allowances**
- **Commuted Leave**
- **COVID Special Leave**
- **Life Insurance Corporation of India Scheme**
- **National Pension Scheme (NPS)**
- **Provident Fund:** The Employee Provident Fund (EPF) Loan is a government-approved retirement scheme in India for salaried workers. Employees contribute a portion of their monthly basic pay to their Provident Fund (PF) accounts, which can be accessed as a personal loan.
- **MEDISEP-Insurance Scheme:** MEDISEP provides comprehensive health insurance for active State Government employees, including newly hired staff, part-time contingent workers, part-time teachers, as well as their families. All teaching and non-teaching staff at the institution can benefit from this scheme with government support.
- **Maternity and Paternity Leaves:** The maternity leave policy in India was significantly updated in August 2016, extending the duration from 12 weeks to 24 weeks under the Maternity Benefit Act of 1961. This extended leave supports new mothers in balancing professional responsibilities with newborn care. Fathers are entitled to 7 days of paternity leave.




PRINCIPAL
KURIAKOSE ELIAS COLLEGE
MANNANAM, KERALA-686 561



principal@kecollege.ac.in



0481-2597074 (Principal)



+91 8174154846



Faculty Welfare Schemes

- The college provides financial assistance to faculties to attend workshops, professional development programs, conferences etc.



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Declaration by the Principal

This is to declare that the following number of teachers were provided with financial support to attend Conferences/ Workshops and towards Membership Fee of Professional Bodies during the last five years from 2018-2023.

Year	Total Number of Teaching Staff	Percentage of teachers provided with financial support to attend Conferences/Workshops and towards Membership Fee of Professional Bodies
2022-2023	117	30
2021-2022	118	42
2020-2021	123	51
2019-2020	128	32
2018-2019	128	27
Total	614	182

Dr. Ison V Vanchipurackal

PRINCIPAL
KURIAKOSE ELIAS COLLEGE
MANNANAM, KERALA - 686 561



principal@kecollege.ac.in



0481-2597074 (Principal)



+91 8174154846





- KE College Staff Co-operative Society provides short-term and long-term loans to teaching and non-teaching staff.

Ph: 0481 2597111

K.E. COLLEGE STAFF CO-OPERATIVE SOCIETY LTD.
(Reg. No.K. 361)
MANNANAM P.O., KOTTAYAM - 686 561

Date ..30./03./2023

STATEMENT OF LOAN TAKEN BY MEMBERS (TEACHING & NON- TEACHING) OF
KE COLLEGE MANNANAM DURING 2018 TO 2023

YEAR	NO.OF LOAN
2018-2019	66
2019-2020	79
2020-2021	74
2021-2022	59
2022-2023	64
TOTAL	342

For K.E. College Staff Co-operative
Society Ltd. No: K-361, Mannanam

[Signature]
Secretary





- ✚ The college provides financial support for medical emergency, house construction and maintenance.



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**Details of financial assistance provided from the staff association fund to staff members
to meet medical emergencies, house construction and maintenance**

Academic Year	Number of Staff benefitted	Amount (Rs.)
2022-2023	1	25,000
2021-2022	1	50,000

Principal



Prof. (Dr.) Ison V. Vanchipurackal
Principal
Kuriakose Elias College, Mannanam
Mannanam P.O., Kottayam - 686 561





Group Insurance Scheme (GIS)

FORM B
KERALA STATE INSURANCE DEPARTMENT
Statement showing deduction towards Group Insurance Scheme
for the month of January 2023

DDO Code : 0810-16A-014 Salary Head : 2202-03-104-99-00-01-01 TEACHING SALARY

Name of Office : KURIAKOSE ELIAS COLLEGE MANNANAM

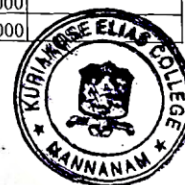
Department : Education (Collegiate)

Mode of Payment (By Salary Deduction/Demand Draft/Cheque/Challan) :

Details of Demand Draft/Cheque/Challan :

SL. No.	PEN	Name	Account No.	Amount	Remarks
1	677612	AMAL SHARIN T J	120051502329	2000	
2	797198	Anju Augustine	120051700487	2000	
3	756576	APARNA RAJ	120051603855	2000	
4	828808	CHINCHU RANI VINCENT	120051802483	2000	
5	764822	CHINCHU ROSE GEORGE	120051603858	2000	
6	764820	DEEPA MARY JOSEPH	120051603860	2000	
7	741396	DHANNYA P JOSEPH	120051602940	2000	
8	110396	DIVYA JOSEPH	120051602943	2000	
9	741399	FEBY JOSE	120051602941	2000	
10	797102	George J Puthumana	120051700486	2000	
11	708440	GINCY LUKOSE V	120051502334	2000	
12	764819	INDU PETER	120051603857	2000	
13	741397	JAIBY JOSEPH	120051602942	2000	
14	110581	JENCY FRANCIS	120051502333	2000	
15	464301	Jessy Joseph Kavumkal	120051502342	2000	
16	677611	JESTY THOMAS	120051502330	2000	
17	677606	JINI THOMAS	120050400131	2000	
18	677610	JOBIN VARGHESE P	120051502335	2000	
19	732705	JOBY JOSEPH	120051604478	2000	
20	677605	JOHNSON JOSEPH	120051000032	2000	
21	464279	Jollyamma Mathew	120051502336	2000	
22	464272	Joyskutty Joseph	120059600030	2000	
23	797400	Kevin George	120051700489	2000	
24	708437	LINTA MARIA JOSE	120051502337	2000	
25	767370	LITTY JOSEPH	120051700638	2000	
26	462445	Mathews T Thelly	120030800024	2000	
27	708388	MERCY MATHEWS	120051502338	2000	
28	708441	METTILDA GEORGE	120051502339	2000	
29	764818	MIDHILA BABY	120051603856	2000	
30	778320	Neethu Jose	120051603880	2000	
31	741394	NISHA MARIA E G	120051602939	2000	
32	797146	Prajod Sunny	120051700488	2000	
33	810957	Ranjini Radhakrishnan	120051801858	2000	
34	677529	RINU JOSE	120051000035	2000	
35	677526	RONY GEORGE	120100400400	2000	
36	792699	ROSE MARY N J	120021700605	2000	
37	677604	SANDHYA C	120051000033	2000	
38	797186	Shilpa Joy	120051700494	2000	
39	677613	SIJIMOL C G	120051502340	2000	
40	677609	SINDHU E S	120051502341	2000	
41	677608	SMITHA S	120051502331	2000	

Spark Code : 53621679769797857878





FORM B

KERALA STATE INSURANCE DEPARTMENT
Statement showing deduction towards Group Insurance Scheme
for the month of January 2023

DDO Code : 0810-16A-014

Salary Head : 2202-03-104-99-00-01-01 TEACHING SALARY

Name of Office : KURIAKOSE ELIAS COLLEGE MANNANAM

Department : Education (Collegiate)

Mode of Payment (By Salary Deduction/Demand Draft/Cheque/Challan) :

Details of Demand Draft/Cheque/Challan :

SL. No.	PEN	Name	Account No.	Amount	Remarks
42	677607	SUJARANI MATHEW	120050700054	2000	
43	797417	Tijo Mathews	120051700496	2000	
44	818442	Tintu K J	120051802524	2000	
45	677525	VINU J GEORGE	120051000034	2000	
46	159123	Xavier c s	120071601944	2000	
Grand Total				92000	

(Rupees Ninety Two Thousand only)

Place : MANNANAM P O

(Office Seal)

Date : 02/02/2023

Name & Signature
of Drawing & Disbursing Officer



Spark Code : 53621679769797857878





State Life Insurance Scheme (SLI)

FORM B
KERALA STATE INSURANCE DEPARTMENT
 Statement showing deductions towards State Life Insurance Policies
 for the month of January 2023

DDO/SDO Code : 0810-16A-014 Salary Head : 2202-03-104-99-00-01-01
 Name of Office : KURIAKOSE ELIAS COLLEGE MANNANAM
 Department : Education (Collegiate)
 Mode of Payment (By Salary Deduction/Demand Draft/Challan) :
 Details of Demand Draft/Challan :

SL No	PEN	Name	Policy No.	Premium	Loan		Total	Remarks
					Amount	Instal. No.		
1	110396	DIVYA JOSEPH	10105125338	500			500	
			110052233665	1500			1500	
2	110581	JENCY FRANCIS	10105125343	500			500	
			110052233669	1500			1500	
3	159123	Xavier c s	110052233681	1500			1500	
			110071402716	1000			1000	
4	462445	Mathews T Thelly	1010308810	300			300	
			10103100114	200			200	
			110052233684	3500			3500	
5	464301	Jessy Joseph Kavumkal	KSID/LI/10105125070	500			500	
6	677525	VINU J GEORGE	10105100320	1000			1000	
7	677526	RONY GEORGE	110052233680	1500			1500	
			110052233658	1000			1000	
8	677529	RINU JOSE	570346518	500			500	
			10105100322	1000			1000	
9	677604	SANDHYA C	110052233677	1500			1500	
			10105100321	1000			1000	
10	677605	JOHNSON JOSEPH	10105100323	1000			1000	
11	677606	JINI THOMAS	110052233673	1500			1500	
			10105071944	50			50	
12	677607	SUJARANI MATHEW	110052233671	2000			2000	
			240420331	250			250	
13	677608	SMITHA S	KSID/LI/10105125080	700			700	
			10105070083	250			250	
14	677609	SINDHU E S	10105125091	500			500	
			110052233683	2500			2500	
15	677610	JOBIN VARGHESE P	110052233682	3000			3000	
			KSID/LI/10105125050	500			500	
16	677611	JESTY THOMAS	110052233679	2500			2500	
			KSID/LI/10105125053	500			500	
17	677612	AMAL SHARIN T J	110052233672	2500			2500	
			KSID/LI/10105125048	500			500	
18	677613	SIJIMOL C G	110052233670	2000			2000	
			KSID/LI/10105125054	500			500	
19	708388	MERCY MATHEWS	110052233663	2000			2000	
			KSID/LI/10105125052	500			500	
20	708437	LINTA MARMAL JOSE	110052233678	2000			2000	
			KSID/LI/10105125051	500			500	
21	708440	GINCY LUKOSE V	101036756	500			500	
			110052233675	1000			1000	
21	708440	GINCY LUKOSE V	10105125341	1500			1500	
			110052233674	500			500	
21	708440	GINCY LUKOSE V	10105125340	1500			1500	
				500			500	

Spark Code : 53621679769797857878

Prof. (Dr.) L. Manchipurackal
 Principal
 Kuriakose Elias College, Mannanam
 Mannanam P.O. K...





				2000			2000
				500			500
				2000			2000
22	708441	METTILDA GFORGE	110052233667	10105125339	2000		1000
				110052233676	1000		1500
23	732705	JOBY JOSEPH	110051402188	110052241929	1500		1000
				110051502805	1000		1000
24	741394	NISHA MARIA E G	110052233655	110051502834	1000		1000
				110052233664	2000		2000
25	741396	DHANNYA P JOSEPH	110051502804	110052233668	1000		1000
				110051502804	1500		1500
26	741397	JAIBY JOSEPH	110052233666	110051502804	1000		1000
				110052233666	1500		1000
27	741399	FEBY JOSE	110051603956	110052233665	1000		1000
				110052233645	1000		1000
28	756576	APARNA RAJ	110051604030	110052233645	1000		1000
				110052233653	1000		1000
29	764818	MIDHILA BABY	110051604029	110052233653	1000		1000
				110052233650	1000		1000
30	764819	INDU PETER	110051604029	110052233650	1000		1000
				110052233648	1000		1000
31	764820	DEEPA MARY JOSEPH	110051604027	110052233648	1000		1000
				110052233647	1000		1000
32	764822	CHINCHU ROSE GEORGE	110051604402	110052233652	500		500
				110052233652	2500		2500
33	767370	LITTY JOSEPH	110052233652	110052233654	1000		1000
				11051604620	1000		1000
34	778320	Neethu Jose	11051604620	110051711678	1000		1000
				110052233659	1000		1000
35	792699	ROSE MARY N J	110051711678	110051712235	1000		1000
				110052233649	1000		1000
36	797102	George J Puthumana	110051712235	110051712237	1000		1000
				110052233649	1000		1000
37	797146	Prajod Sunny	110051712237	110052233656	1000		1000
				110052233656	1000		1000
38	797186	Shilpa Joy	110052233656	110051712234	2000		2000
				110052233660	1000		1000
39	797198	Anju Augustine	110051712232	110051712232	2000		2000
				110052233644	1000		1000
40	797400	Kevin George	110052233644	110051712233	1000		1000
				110052233651	1000		1000
41	797417	Tijo Mathews	110051712233	110051712236	1000		1000
				110052233661	1000		1000
42	810957	Ranjini Radhakrishnan	110052233661	110051713122	1000		1000
				110052233657	1000		1000
43	818442	Tintu K J	110051713122	110051813595	1000		1000
				110052233662	1000		1000
44	828808	CHINCHU RANI VINCENT	110051813595	110051813877	1000		1000
				110052233662	1000		1000
				110051813877	1000		1000
				110052233646	1000		1000
					103250		103250

Total 103250 103250

(Rupees One Lakh Three Thousand Two Hundred And Fifty only)

Place : MANNANAM P O

Date : 02/02/2023



Signature :

Name & Address
of DDO/SDO :

Mannanam P.O., Mannanam - 866 561
Kuriakose Elias College, Mannanam
Principal
Prof. (Dr.) Ison V. Vancheruvil
Kanchipurackal
Principal (AGP. 10000),
KURIAKOSE ELIAS COLLEGE MANNANAM,
MANNANAM P O



Spark Code : 53621679769797857878





Festival advance to staff members

FORM TR 51
GOVERNMENT OF KERALA
Education (Collegiate)

KURIAKOSE ELIAS COLLEGE MANNANAM

PAYBILL OF FESTIVAL ADVANCE IN RESPECT OF EP BILL TEACHING FOR THE MONTH OF August 2023

Head of Account : 2202-03-104-99-00-01-01 TEACHING SALARY

SL No	Employee	B-Pay / FEST Adv	DA	HRA	CCA	Other Allowance	Gross Salary	Deductions	Total Deductions	Net Salary
Assistant Professor (AGP 7000) (Level11(68900-205500)) - Pre.Scale 15600 - 39100							20000			20000
1	797198 Anju Augustine	20000					20000			20000
2	708440 GINCY LUKOSE V	20000					20000			20000
3	818442 Tintu K J	20000					60000			60000
	Total	60000								

Bonus, Festival Allowance and Advance bill certificates

*Onam Advance.Bill :-

* Certify that the Onam Advance bill prepared as per the Order No. G.O(P)No. 86/2023/Fin date. 16-08-2023 , It will be recovered in five equal installments from October 2023 salary onwards and The amount claimed in this bill has not been drawn previously**

Spark Code : 32238579769178858170



Prof. (Dr.) Ison V. Vanchipurackal
Principal
Kuriakose Elias College, Mannanam
Mannanam P.O. Mannanam-638 561





- College provides staff with commuted leave to advance in their doctoral studies and pursue research projects.

Form No 13
APPLICATION FOR LEAVE
(Rule 113, Part I)

(Note:-Items 1 to 16 must be filled in by all applicants whether
Gazetted or Non-Gazetted)

1. Name of Applicant : JINI THOMAS
2. Date of Birth : 25-05-1976
3. Post held : ASSISTANT PROFESSOR / LEVEL 12
4. Department, Office and section : COLLEGIATE EDUCATION, K E COLLEGE
MANNANAM, DEPT. OF PHYSICS.
5. Pay and scale of Pay : 1,07,200/- (79800 - 211500)
6. Date of entry in service : 04.08.2009
7. Date of commencement of Continuous service : 04.08.2009
8. Whether the applicant has got confirmation in any post, if so from which date and in which post : Yes, 04.08.2009
9. Address during leave : VALLAVANTHARA, PADAHARAM
THAKAZHY PO, ALAPPUZHA - 688562
10. House rent allowance, Conveyance allowance or other compensatory allowance drawn in the present post :
11. Nature and period of leave applied and date from which required : Commuted Leave, 5 days.
05-12-2022 - 09-12-2022
12. Sundays/holidays, if any, proposed to be prefixed/suffixed to leave : Sunday Prefixed : Saturday Suffixed.
13. Ground on which leave is applied for: Personal.
14. Date of return from last leave and nature and period of that leave :
15. (a) I undertake to refund the difference between the leave salary drawn during commuted and that admissible during half pay leave which would not have been admissible in the event of my retirement from service at the end of or during the currency of leave.
(b) I undertake to refund the leave salary drawn during 'leave not due' which would not have been admissible had rule 85, Part I, not been applied in the event of my voluntary retirement or resignation from service at any time until I earn half pay leave not less than the amount of leave not due availed of by me.
16. Place: Mannanam.

Signature of applicant [P.T.O] 02.12.2022.
(with date)





17. Remarks and or recommendation of the controlling officer.



[Handwritten signature]
3.12.22

Signature (with date) and designation.
Prof. (Dr.) Ison V. Vanchipurackal
Principal
Kuriakose Elias College, Mannanam
Mannanam P.O., Kottayam-686 501

Note:- In the case of a Government servant who is mentally unsound and or physically unable to fill in the columns of this form and sign it, the guardian of his appointment under the Indian Lunacy Act, 1912(Central Act IV of 1912) or any person authorised by the Government servant should fill in the column and sign the application for and on behalf of the Government servant.

Certificate Regarding Admissibility of Leave
(By Account General in the case of Gazatted officers)

18. "Certified that Dr. S. M. Thomas
(Nature of leave) for Commuted Leave
from 5/12/2022 to 09/12/2022 is admissible under
Rule 84 of Kerala
Service Rules."



[Handwritten signature]
3.12.22

Signature (with date) and Designation
Prof. (Dr.) Ison V. Vanchipurackal
Principal
Kuriakose Elias College, Mannanam
Mannanam P.O., Kottayam-686 501

19. *Orders of the sanctioning authority:

[Handwritten signature]

Signature (with date) and Designation
MANAGER
KURIAKOSE ELIAS COLLEGE,
MANNANAM, KERALA-686 551

*If the applicant is drawing any compensatory allowance the sanctioning authority should state whether on the expiry of leave he is likely to return to the same post or to another post carrying a similar allowance.





Phone : (KTM) 2597374

KURIAKOSE ELIAS COLLEGE

MANNANAM P.O., KOTTAYAM - 686 561, KERALA

No. 65/215/cm/2022 MEMO

Date 02/12/2022

Sr / Smt Dr. Jini Thomas of the College

is granted Commuted Leave

for 5 days w.e.f. 05/12/2022 to 09/12/2022

with permission to prefix on 3,4/12/2022 and suffix on 10,11/12/2022

It is certified that but for his proceedings on leave Sr / Smt
Dr. Jini Thomas would have
actually continued to officiate as Assistant Professor.

On return from leave he/she will rejoin duty as Assistant Professor
To

Sr/Smt Dr. Jini Thomas



Signature: [Handwritten Signature]

Designation : Manager, K.E. College

Mannanam.

MANAGER
KURIAKOSE ELIAS COLLEGE,
MANNANAM, KERALA - 686 561





Covid special leave

Department of Health Services, Kerala
2019-nCorona Quarantine Release Certificate

I Dr. Ambily Tom after verification of the certificate and examination of the person who has affixed Signature below, certify that Sri/ Smt/ Ms. Stephis . M Francis . residing at Mukalel (H), Amalagiri, P.O. KTM and holding passport no. Ad No - 96194569 had been placed on home quarantine against 2019-nCorona from 10/02/2021 till 27/02/2021 under The Public Health Act rules and regulations /guidelines of the Department of Health and Family Welfare, which are in force in the State of Kerala for the prevention and containment of 2019-nCorona virus infection, is now declared as released from home quarantine and fit to resume duties/work/school.

Date 1/03/2021



Office Seal

[Signature]
01/03/21
Name Designation
and signature of Medical Officer
DR. AMBILY TOM, M.B.B.S., MD
Assistant Surgeon
PHC Athirampuzha - 686 562
Reg. No. 40423

Mrs. Stephis . M. Francis was Covid positive on 10/02/2021. He became negative on 20/02/2021.

Further 1 week he followed strict home isolation till 27/02/2021.



[Signature]
01/3/21
DR. AMBILY TOM, M.B.B.S., MD
Assistant Surgeon
PHC Athirampuzha - 686 562
TCMC Reg. No. 40423

[Signature]
Signature of the Person who was placed under Quarantine/Home isolation





Life Insurance Corporation of India Scheme

Life Insurance Corporation of India
 Kerala State Government Servants Policies
 Statement showing deductions on account of Premia towards Life Insurance Corporation of India policies from Pay/Salary Bill for January 2023

Name of Treasury: Sub Treasury, Medical College, Kottayam
 Designation of Drawing Officer: Principal (AGP 10000)

(This statement in Duplicate should be completed after verifying the Register of Insurance Premiums, vide-Annexure C, Appendix II of the Kerala Financial Code Vol II maintained in the Office. One copy to be send along with the Pay Bill and the other to be retained in the Office along with the copy of the Pay Bill)

Name and Address of Institution :- KURIAKOSE ELIAS COLLEGE MANNANAM
 DDO Code : 0810-16A-014 Code No : 0004090078

EP BILL TEACHING

SL No	PEN	Name of Policy Holder	Policy No.	Month to which the recovery	Premium (Before Rounding off) ₹	Amount deducted ₹	Remarks (Such as transfers etc.)
1	677612	AMAL SHARIN T J	392089136	january /2023	329	1565	
			772245406	january /2023	602		
			772213857	january /2023	634		
2	797198	Anju Augustine	392163534	january /2023	1963	1963	
			392180174	january /2023	392		
			392087018	january /2023	473		
3	708440	GINCY LUKOSE V	392089944	january /2023	408	7875	
			392180169	january /2023	439		
			772220000	january /2023	1233		
4	677606	JINI THOMAS	305069651	january /2023	5322		
			392090489	january /2023	327		
			392028517	january /2023	2481		
5	708437	LINTA MARIA JOSE	392030609	january /2023	2353	4834	
			392090493	january /2023	199		
			392090491	january /2023	250		
6	462445	Mathews T Thelly	392123898	january /2023	510	1288	
			392090490	january /2023	345		
			392152944	january /2023	3187		
7	708388	MERCY MATHEWS	39213031	january /2023	823	345	
			392087059	january /2023	1027		
			392133247	january /2023	566		
8	708441	METTILDA GEORGE	392183119	january /2023	355	1948	
			392089941	january /2023	255		
			392122255	january /2023	1021		
9	797146	Prajed Sunny	392090391	january /2023	729	1750	
			392090390	january /2023	312		
			392090389	january /2023	378		
10	677526	RONY GEORGE	392012625	january /2023	1064	690	
			392087675	january /2023	255		
			772212501	january /2023	817		
11	677604	SANDHYA C	772213690	january /2023	737	2873	
Page Total						30115	
Total						30115	

Thirty Thousand One Hundred And Fifteen
 Place : MANNANAM P O
 Date : 02/02/2023

Prof. (Dr.) Ison V. Vanchipurackal
 Signature of Drawing Officer & Designation (Office Seal)
 Kuriakose Elias College, Mannanam
 Mannanam P.O., Kottayam - 686 561

Spark Code : 53621679769797857878





National Pension System (NPS)

Annexure III
(vide G.O (P) No. 622/2013/Fin Dated 19/12/2013)

National Pension System (NPS)

Schedule of Recovery (Regular Contribution) from the pay bill in the office Education (Collegiate) for the month of 1 / 2023 towards Employee Contribution under Tier - I

Name of Treasury : Sub Treasury, Medical College, Kottayam
Treasury Officer Reg. No : 4018070

Name of Department : Education (Collegiate)
Department Code : 16A
DDO Code : 014
DDO Reg. No : SGV157580F
Bill No :
Salary H/A : 2202-03-104-99-00-01-01

Sl.No	PEN	PRAN	Name of Officer	Designation	Item	Basic Pay (Rs)	Othes if any (Rs)	DA (Rs)	Total (7+8+9) (Rs)	Amount of Employee Contribution			Remarks
										Towards salary (Rs)	Towards Arrear (Rs)	Total (11+12) (Rs)	
1	828608	110132817578	CHINCHU RANI VINCENT	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
2	818442	110162337479	Tintu K J	Assistant Professor (AGP 6000)	Salary	73000	0	12410	85410	8541		8541	
3	810957	110121899682	Ranjini Radhakrishnan	Assistant Professor (AGP 6000)	Salary	23700	6000	48708	78408	7841		7841	
4	797417	110151312760	Tijo Mathews	Assistant Professor (AGP 6000)	Salary	68800	0	11696	80496	8050		8050	
5	797400	110111312762	Kevin George	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
6	797198	110161312764	Arju Augustine	Assistant Professor (AGP 7000)	Salary	82300	0	13991	96291	9629		9629	
7	797186	110161312765	Shree Jay	Assistant Professor (AGP 7000)	Salary	75300	0	12801	88101	8810		8810	
8	797146	110131312761	Prajod Sunny	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
9	797102	110141312766	George J Puttumanan	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
10	792699	110161158591	ROSE MARY N J	Assistant Professor (AGP 6000)	Salary	68800	0	11696	80496	8050		8050	



11	776320	110007726449	Neethu Jose	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
12	767370	110037437240	LITTY JOSEPH	Assistant Professor (AGP 6000)	Salary	79800	0	13566	93366	9337		9337	
13	764819	110017249559	INDU PETER	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
14	764818	110057249560	MIDHILA BABY	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
15	756576	110066133403	APARNA RAJ	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
16	741399	110044646860	FEBY JOSE	Assistant Professor (AGP 7000)	Salary	89900	0	15283	105183	10518		10518	
17	741397	110034432511	JAIBY JOSEPH	Assistant Professor (AGP 7000)	Salary	89900	0	15283	105183	10518		10518	
18	741396	110044432516	DHANNYA P JOSEPH	Assistant Professor (AGP 7000)	Salary	89900	0	15283	105183	10518		10518	
19	741394	110054432510	NISHA MARIA E G	Assistant Professor (AGP 6000)	Salary	73000	0	12410	85410	8541		8541	
20	732765	110094265210	JOBY JOSEPH	Assistant Professor (AGP 7000)	Salary	21420	7000	46609	75029	7503		7503	
21	764822	110037249561	CHINCHU ROSE GEORGE	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
22	764820	110027257961	DEEPA MARY JOSEPH	Assistant Professor (AGP 6000)	Salary	70900	0	12053	82953	8295		8295	
Grand Total:												190806	

Grand Total (as in column 13): Rupees. 190806/- (in Figures)
Rupees. One Lakh Ninety Thousand Eight Hundred And Six (in words)

Spark Code : 53621679769797857878



Signature of the DDO
with designation and date
Prof. (Dr.) V. S. Mathew
Principal
Kuriakose Elias College, Mannanam
Mannanam P.O., Kottayam-686 567





✚ **Provident Fund**

EDUCATION (COLLEGIATE)
KURIAKOSE ELIAS COLLEGE MANNANAM
Statement showing deduction towards
KERALA PVT COLG STAFF PF(122)
in the Estt pay EP BILL TEACHING for January 2023

DDO Code : 0810-16A-014

SL.No.	Code	Name	Details	Amount
1	677612	AMAL SHARIN T J	T17542	10000
2	797198	Anju Augustine	T19744	5000
3	756576	APARNA RAJ	T19997	5000
4	828808	CHINCHU RANI VINCENT	T19996	5000
5	764822	CHINCHU ROSE GEORGE	T 18922	5000
6	764820	DEEPA MARY JOSEPH	T 18924	5000
7	741396	DHANNYA P JOSEPH	T18702	6000
8	110396	DIVYA JOSEPH	T18704	6000
9	741399	FEBY JOSE	T 18900	7000
10	797102	George J Puthumana	T19743	4500
11	708440	GINCY LUKOSE V	T18192	8500
12	764819	INDU PETER	T 18921	5000
13	741397	JAIBY JOSEPH	T 18901	6000
14	110581	JENCY FRANCIS	T18190	10000
15	677611	JESTY THOMAS	T17541	6000
16	677606	JINI THOMAS	T16075	15000
17	677610	JOBIN VARGHESE P	T17538	7500
18	732705	JOBY JOSEPH	T18194	2500
19	677605	JOHNSON JOSEPH	T16078	6000
20	797400	Kevin George	T19746	4500
21	708437	LINTA MARIA JOSE	T18188	5000
22	767370	LITY JOSEPH	T19749	5000
23	462445	Mathews T Thelby	T15473	10000
24	708388	MERCY MATHEWS	T16034	6000
25	708441	METTILDA GEORGE	T18191	5000
26	764818	MIDHILA BABY	T 18925	8000
27	778320	Neethu Jose	T19534	5000
28	741394	NISHA MARIA E G	T18703	15000
29	797146	Prajod Sunny	T19742	4500
30	810957	Ranjini Radhakrishnan	T19998	3000
31	677529	RINU JOSE	T 16080	7000
32	677526	RONY GEORGE	T17537	15000
33	792699	ROSE MARY N J	T19750	18500
34	677604	SANDHYA C	T 16079	7000
35	797186	Shilpa Joy	T19745	5000
36	677613	SJIMOL C G	T17543	5500
37	677609	SINDHU E S	T17540	8000
38	677608	SMITHA S	T17539	7000
39	677607	SUJARANI MATHEW	T 16074	15000
40	677064	Theia Joseph	T16558	6000
41	797417	Tijo Mathews	T19747	4500
42	818442	Tintu K J	T19993	5000
43	677525	VINU J GEORGE	T 16077	6000
44	159123	Xavier c s	T18309	6000
				Total: 311500

Spark Code : 53621679769797857878



Prof. (Dr.) Ison V. Vanchipurackal
Principal
Kuriakose Elias College, Mannanam

1





MEDISEP- Insurance policy of Govt. of Kerala

**EDUCATION (COLLEGIATE)
KURIAKOSE ELIAS COLLEGE MANNANAM**

Statement showing deduction towards

MEDISEP STATE EMPLOYEE

in the Estt pay EP BILL TEACHING for January 2023

DDO Code : 0810-16A-014

SL.No.	Code	Name	Details	Amount
1	677612	AMAL SHARIN T J	MEDISEP	500
2	797198	Anju Augustine	MEDISEP	500
3	756576	APARNA RAJ	MEDISEP	500
4	828808	CHINCHU RANI VINCENT	MEDISEP	500
5	764822	CHINCHU ROSE GEORGE	MEDISEP	500
6	764820	DEEPA MARY JOSEPH	MEDISEP	500
7	741396	DHANNYA P JOSEPH	MEDISEP	500
8	110396	DIVYA JOSEPH	MEDISEP	500
9	741399	FEBY JOSE	MEDISEP	500
10	797102	George J Puthumana	MEDISEP	500
11	708440	GINCY LUKOSE V	MEDISEP	500
12	764819	INDU PETER	MEDISEP	500
13	741397	JAIBY JOSEPH	MEDISEP	500
14	110581	JENCY FRANCIS	MEDISEP	500
15	464301	Jesry Joseph Kavumkal	MEDISEP	500
16	677611	JESTY THOMAS	MEDISEP	500
17	677606	JINI THOMAS	MEDISEP	500
18	677610	JOBIN VARGHESE P	MEDISEP	500
19	732705	JOBY JOSEPH	MEDISEP	500
20	677605	JOHNSON JOSEPH	MEDISEP	500
21	464279	Jollyamma Mathew	MEDISEP	500
22	464272	Joyskutty Joseph	MEDISEP	500
23	797400	Kevin George	MEDISEP	500
24	708437	LINTA MARIA JOSE	MEDISEP	500
25	767370	LITTY JOSEPH	MEDISEP	500
26	462445	Mathews T Thelley	MEDISEP	500
27	708388	MERCY MATHEWS	MEDISEP	500
28	708441	METTILDA GEORGE	MEDISEP	500
29	764818	MIDHILA BABY	MEDISEP	500
30	778320	Neethu Jose	MEDISEP	500
31	741394	NISHA MARIA E G	MEDISEP	500
32	797146	Prajod Sunny	MEDISEP	500
33	810957	Ranjini Radhakrishnan	MEDISEP	500
34	677529	RINU JOSE	MEDISEP	500
35	677526	RONY GEORGE	MEDISEP	500
36	792699	ROSE MARY N J	MEDISEP	500
37	677604	SANDHYA C	MEDISEP	500
38	797186	Shilpa Joy	MEDISEP	500
39	677613	SJIMOL C G	MEDISEP	500
40	677609	SINDHU E S	MEDISEP	500
41	677608	SMITHA S	MEDISEP	500
42	677607	SUJARANI MATHEW	MEDISEP	500
43	677064	Theja Joseph	MEDISEP	500
44	797417	Tijo Mathews	MEDISEP	500
45	818442	Tintu K J	MEDISEP	500

Spark Code : 53621679769797857878



Prof. (Dr.) Ison V. Vanchipurackal
Principal
Kuriakose Elias College Mannanam





EDUCATION (COLLEGIATE)
KURIAKOSE ELIAS COLLEGE MANNANAM
Statement showing deduction towards
MEDISEP STATE EMPLOYEE
in the Estt pay EP BILL TEACHING for January 2023

DDO Code : 0810-16A-014

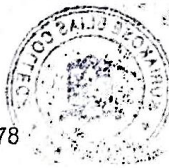
SL.No.	Code	Name	Details	Amount
46	677525	VINU J GEORGE	MEDISEP	500
47	159123	Xavier c s	MEDISEP	500
				Total: 23500

Rupees Twenty Three Thousand Five Hundred only.

Prof. (Dr.) Ison V. Vanchipparamba
Principal
Kuriakose Elias College, Mannanam
Mannanam P.O., Kottayam - 686 801



Spark Code : 53621679769797857878



2





Maternity and Paternity leaves

Form No 13
APPLICATION FOR LEAVE
(Rule 113, Part I)

(Note: Items 1 to 16 must be filled in by all applicants whether
Gazetted or Non-Gazetted)

1. Name of Applicant : DR. LITTY JOSEPH.
2. Date of Birth : 13-06-1983
3. Post held : ASST. PROFESSOR
4. Department, Office and section : CHEMISTRY, K.E COLLEGE, MANNANAM
5. Pay and scale of Pay : 57700 - 182400 + AGP 6000/-
6. Date of entry in service : 29/07/2015
7. Date of commencement of Continuous service : 29/07/2015
8. Whether the applicant has got confirmation in any post, if so from which date and in which post : NIL
9. Address during leave : LITTY JOSEPH, KOTTARATHIL (H)
KANJIRAPPALLY P.O KANJIRAPPALLY.
10. House rent allowance, Conveyance allowance or other compensatory allowance drawn-in the present post: NIL
11. Nature and period of leave applied and date from which required : MATERNITY LEAVE - 180 DAYS
22/09/2021
12. Sundays/holidays, if any, proposed to be prefixed/suffixed to leave. : NIL
13. Ground on which leave is applied for: MATERNITY
14. Date of return from last leave and nature and period of that leave : 14/03/2019, MATERNITY
14/09/2018 - 13/03/2019 (180 days)
15. (a) I undertake to refund the difference between the leave salary drawn during commuted and that admissible during half pay leave which would not have been admissible in the event of my retirement from service at the end of or during the currency of leave.
(b) I undertake to refund the leave salary drawn during 'leave not due' which would not have been admissible had rule 85, Part I, not been applied in the event of my voluntary retirement or resignation from service at any time until I earn half pay leave not less than the amount of leave not due availed of by me.
16. Place: MANNANAM

Litty Joseph
22/09/2021

Signature of applicant
(with date) [P.T.O]

21/11/14





17. Remarks and or recommendation of the controlling officer.

[Handwritten Signature]

Signature (with date) and
DR. XAVIER C. S.
Drawing & Disbursing Officer
KURIAKOSE ELIAS COLLEGE
MANNANAM, KERALA-686 561

Note:- In the case of a Government servant who is mentally unsound and or physically unable to fill in the columns of this form and sign it, the guardian of his appointment under the Indian Lunacy Act, 1912(Central Act IV of 1912) or any person authorised by the Government should fill in the column and sign the application for and on behalf of the Government servant.

Certificate Regarding Admissibility of Leave
(By Account General in the case of Gazatted officers)

18. "Certified that DR. LITTY JOSEPH
(Nature of leave) for Maternity Leave
from ... 22/09/2021 ... to ... 20/03/2022 ... is admissible under
Rule 100 of Kerala
Service Rules."

[Handwritten Signature]

Signature (with date)
DR. XAVIER C. S.
Drawing & Disbursing Officer
KURIAKOSE ELIAS COLLEGE
MANNANAM, KERALA-686 561

19. *Orders of the sanctioning authority:

[Handwritten Signature]
MANAGER Signature (with date)
KURIAKOSE ELIAS COLLEGE
MANNANAM, KERALA-686 561 Designation.

*If the applicant is drawing any compensatory allowance the sanctioning authority should state whether on the expiry of leave he is likely to return to the same post or to another post carrying a similar allowance.





Phone : (KTM) 2597374

KURIAKOSE ELIAS COLLEGE

MANNANAM P.O., KOTTAYAM - 686 561, KERALA

No. 181/14/2021

MEMO

Date 22/09/2021

Sri / Smt Dr. LITTY JOSEPHof the College
 is granted maternity Leave
 for 180 days w.e.f. 22/09/2021 to 20/03/2022
 with permission to prefix on and suffix on

It is certified that but for his proceedings on leave Sri / Smt
 Dr. LITTY JOSEPH would have
 actually continued to officiate as Assistant p.h.o. Person

On return from leave he/she will rejoin duty as Assistant p.h.o. Person.
 To

Sri/Smt Dr. LITTY JOSEPH



Signature:

M s m c

Designation : Manager, K.E. College

Mannanam.

MANAGER
KURIAKOSE ELIAS COLLEGE,
MANNANAM, KERALA - 686 561





Form No 13

APPLICATION FOR LEAVE

(Rule 113, Part I)

(Note:-Items 1 to 16 must be filled in by all applicants whether
Gazetted or Non-Gazetted)

1. Name of Applicant : George J Puthumana

2. Date of Birth : 28/4/1989

3. Post held : Assistant Professor

4. Department, Office and section : Collegiate Education

5. Pay and scale of Pay : CS-700 - 182400

6. Date of entry in service : 17/9/2015

7. Date of commencement of Continuous service : 17/9/2015

8. Whether the applicant has got confirmation in any post, if so from which date and in which post :

9. Address during leave : Puthumana CH, Kadappattom PO, Pala

10. House rent allowance, Conveyance allowance or other compensatory allowance drawn in the present post : Yes

11. Nature and period of leave applied and date from which required : Paternity leave . 7/9/2023 - 15/9/2023, 10 days

12. Sundays/holidays, if any, proposed to be prefixed/suffixed to leave :
Prefix - 6-9-2023 - Sree Krishna Jayanthi
Suffix - 17-9-2023 - Sunday.

13. Ground on which leave is applied for:

14. Date of return from last leave and nature and period of that leave :

15. (a) I undertake to refund the difference between the leave salary drawn during commuted and that admissible during half pay leave which would not have been admissible in the event of my retirement from service at the end of or during the currency of leave.
(b) I undertake to refund the leave salary drawn during 'leave not due' which would not have been admissible had rule 85, Part I, not been applied in the event of my voluntary retirement or resignation from service at any time until I earn half pay leave not less than the amount of leave not due availed of by me.

16. Place: Mannanam
Date: 05.09.2023

Signature of applicant (with date) [P.T.O] 5/9/2023





Signature (with date) of Prof. Dr. P. V. Vanchipurackal, Principal, Kuriakose Elias College, Mannanam P.O., Kottayam - 686 561

Note:- In the case of a Government servant who is mentally and or physically unable to fill in the columns of this form and sign it, the guardian of his appointment under the Indian Lunacy Act, 1912 (Central Act IV of 1912) or any person authorised by the guardian should fill in the column and sign the application for and on behalf of the Government servant.

Certificate Regarding Admissibility of Leave (By Account General in the case of Gazatted officers)

18. "Certified that GEORGE J. PUTHUMANA (Nature of leave) for Paternity Leave from 7-9-2023 to 15-9-2023 is admissible under Rule 92 of Kerala Service Rules."



19. "Orders of the sanctioning authority:"

Signature (with date) of Prof. Dr. P. V. Vanchipurackal, Principal, Kuriakose Elias College, Mannanam P.O., Kottayam - 686 561



Signature (with date) of MANAGER, KURIAKOSE ELIAS COLLEGE, MANNANAM, KOTTAYAM

*If the applicant is drawing any compensatory allowance the sanctioning authority should state whether on the expiry of leave he is likely to return to the same post or to another post carrying a similar allowance.

Phone : (KTM) 2597374

KURIAKOSE ELIAS COLLEGE MANNANAM P.O., KOTTAYAM - 686 561, KERALA

No. 05/238/PL/2023 MEMO Date 05/09/2023

Sri / Smt George J. Puthumana of the College is granted Paternity Leave for 10 days w.e.f. 07/09/2023 to 16/09/2023 with permission to prefix on 06/09/2023 and suffix on 17/09/2023

It is certified that but for his proceedings on leave Sri/ Smt George J. Puthumana would have actually continued to officiate as Assistant professor

On return from leave he/she will rejoin duty as Assistant professor

Sri/Smt George J. Puthumana



Signature: [Signature] Designation: Manager, K.E. College Mannanam. MANAGER, KURIAKOSE ELIAS COLLEGE, MANNANAM, KOTTAYAM



PRINCIPAL KURIAKOSE ELIAS COLLEGE MANNANAM, KERALA - 686 561