

E2-E3 MANAGEMENT

CHAPTER 23

STAFF WELFARE

(Date of Creation: 01-04-2011)

Staff Welfare

BSNL has a provision for constituting a BSNL staff Welfare Board, which shall promote, develop organize and exercise the overall control in respect of staff amenities and Welfare institutions, and cultural activities.

Primary objectives of Staff Welfare Board:

1. Scholarship and other financial assistance to children and dependants of
2. BSNL employees for their education.
3. Financial and medical assistance in case of exceptional hardship resulting in serious or long illness or major surgical operations.
4. Financial assistance to the dependants of the deceased BSNL employee.
5. Grants to Sports control board
6. Setting-up and Grant-in-aid to staff welfare institutions such as Holiday Homes, Tailoring Centres, Crèches, Recreation Clubs.
7. Financial assistance to BSNL Welfare Association and BSNL Woman's Organisation.
8. Financial assistance to BSNL Teams, players for participation in various sports and games at the All India and International level.

Allotment of Funds to Circle Staff Welfare Board:-

The annual grant to Circle Staff Welfare Boards for carrying out the welfare activities is governed by the following principles:

1. The Funds will be allocated to the Circle Staff Welfare Board on pro-rata basis i.e. on the basis of the staff strength in the particular Circle. For example a Circle having the staff strength of 20,000 (out of total staff strength of BSNL say 4,00,000) will get the annual welfare grant to the tune of $10 \times 20000 / 400000$ i.e. Rs.50, 00,000 for that year.
2. The Circle will have to managed within the annual grant for that particular year and no further grant will be sanctioned.
3. 25% of the amount sanctioned to each Circle will be given to them in May as ad-hoc grant. Remaining 75% grant will be given only after receipt of the audited account of the previous financial year.
4. The Presidents of Circle Staff Welfare Boards can utilize at their discretion up to

15% of the grant allocated to them in the financial year from BSNL Staff Welfare Board on special cases or on requests received by them, provided that this expenditure is based on the general principles such as grant of flood relief, educational assistance etc.

5. In the balance 85% of the grant sanctioned the Circle should earmark 35% for scholarship, 25% for Book Award & incentive and 25% for rest of the welfare activities.
6. The president of the Circle Staff Welfare Boards can however change the ratio prescribed above keeping in view the total number of applications received by the Circle.
7. In no circumstances the minimum eligibility criterion for giving away the assistance from Welfare Fund, as circulated by BSNL CO. can be relaxed by the Circle.
8. If a Circle finds that number of applicants in certain category is more they can give Scholarship, Book Award and incentive by raising the eligibility criterion so as to manage with in the limit of grant for that particular category.
9. Allotment of Fund to SSA: Circles allot funds to each SSA proportionate to their staff strength.

Activities under Staff welfare scheme

Most of the following are available for Employees drawing pre revised basic pay upto Rs. 12,750/- p.m. in CDA scale or RS.17,600/-p.m. in IDA scale only.

Scholarship: Scholarships are given to the wards of employees studying in the Technical/ Professional Degree Course (4 Year' and above duration) such as MBBS/ BDS/ BVSc/ BE/ B.Tech/ B.Aarch./BE IInd year/BAMS/BHMS/BPT/BPharma courses and post-graduate integrated degree courses upto the basic level of graduation degree of that particular course viz. Mtech (bio tech)/Btech Hons, MBA of more than five years duration-upto 4th year [No basic pay limit], Technical Diploma (3 years course) in Engineering/Architecture/Hospital Management/BBA/ Aircraft Mtce Engg, B.Sc(Nursing) BIT/BCA/BSc (Food Tech.) B.Sc(Bio techniques). BA LLB (Hons) 5 years, B.Sc B.Ed 4 years and -graduate integrated degree courses upto the basic level of graduation degree of that particular course viz MSc Hons (bio) of more than 4 year

duration- upto third year of that course, Non Technical Course- BA/B.Sc /B.Com, All ITI Course in ITI Institutes, Handicapped children studying In Schools/ Colleges. The eligibility criteria for award of such scholarship is also defined in terms of basic salary, marks in school/college etc. Scholarship is allowed only to two children of an employee.

Book Award: - Book Award are given to the outstanding school going children of the employees, on the basis of the performance of the previous academic year in Class II to XII. To become eligible for book award, the children should have secured at least 75% marks in the respective annual examination of the previous year in the Government School/ Govt. Recognized school. The minimum prescribed percentage is relaxable by 10% in case of the children belonging to SC/ST/OBC categories and 15% for girls students. Both the relaxation cannot be combined. Handicapped students are also allowed 10% relaxation in marks.

Incentive for Meritorious Student: Wards of BSNL employees who are toppers (First & second) in the annual examination of schools Class II to Class XII, Board/University are granted incentives. The toppers in the schools have to secure a minimum of 75% marks in the respective examination. In schools where grading system of evaluation is followed in the primary sections (class I-V), the students getting the excellent/outstanding grade are eligible for grant of incentive. Wherever, annual examination for Class VIII and X are conducted by Board, incentive is awarded to the toppers securing 1st, 2nd and 3rd positions.

Financial Assistance To Handicapped/Mentally Retarded Children Of Employees For Transport/Hostel Subsidy: Handicapped/mentally retarded children of the employees studying in recognized schools are granted financial assistance as transport charge/hostel subsidy of Rs.150/-per month in A & B Class cities and Rs.100/-per month in other cities.

Financial Assistance In Case Of Death: In case of death of an employee while in service, irrespective of the fact whether he/she is a regular employee, a temporary status mazdoor or a daily wager, financial assistance of Rs. 15000/- is granted to the dependents of the deceased employee as immediate relief.

Financial Assistance In Cases Of Serious Illness Or Major Operations: If an employee or any dependent member of his family is suffering from a serious disease like heart ailment, kidney failure, cancer, etc. or undergoing any major operation, financial

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assistance up to a maximum of Rs. 25,000/- is granted from the welfare fund. The Head of Circles are competent to sanction up to Rs. 15,000/- to the employee in such cases. For grant of financial assistance over and above Rs. 15,000/- full facts of the case are required to be sent to the Welfare & Sports Section of BSNL (HQ) along with the recommendation of the CGM concerned.

Financial Assistance To Employees Who Are On Leave Due to Prolonged Illness:

Such employees are given financial assistance of Rs.2000/-per month or half of basic pay plus DA whichever is less, when on leave without pay and Rs.1000/-per month or 1/3 of basic pay plus DA whichever is less, when on half pay leave.

Financial assistance to victims of natural calamities./ Communal Riots / Terrorists

Attacks: Employees affected by natural calamities/ communal riots/ terrorist attacks are given financial assistance up to Rs.3000/- for suffered loss of moveable/ immoveable if certified by the Village Officer/Tehsildar in whose jurisdiction the property is situated and the area in which the property is located has been declared as “affected area” by the State Government.

Grant to Recreation Clubs : Recreation Clubs are given grant-in-aid of Rs.20/-per head for the total sanctioned strength and a matching grant of Rs.20/-per member of the Club is also given. Voluntary organizations like TWCO and TWOS in Circles are running Crèches/ Tailoring Centres for the welfare of low paid employees. with the grants given from the welfare Found.

Participation in Sports:Departmental sports meets tournaments: Provision of Special Casual Leave, Refreshment/ conveyance charges, Kit money etc are allowed to players/coach etc. 1st, 2nd and 3rd position holders in All India BSNL tournament for two consecutive years are entitled for cash award also.

National/ International Meets: Official tour of players/coach/manager for participation/coaching, four hours daily off for practice after selection to represent BSNL in National/ International Meets, kit money, dress etc. is allowed. Also Sanchar Krida Awards are given for outstanding who have achieved excellence by representing India in International competitions and also to those who achieve 1st ,2nd and 3rd positions in the Nationals / national level tournaments.

Excursion Trips: Excursion trips organized by Welfare & Sports Section or Recreation Club for the benefit of the staff are granted transport subsidy to the extent of 75% of the

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cost of rail fare or journey undertaken by road in the case of employees and their family members (spouse and dependent children only) subject to fulfillment of terms & conditions as specified.

Sample Questions

1. What are the primary objectives of Staff Welfare Board?
2. To become eligible for book award, the children should have secured at least 75% marks in the respective annual examination of the previous year (T/F)
3. What are principles governing annual grant to Circle Staff Welfare Boards ?
4. Scholarships are given to the wards of employees studying in the Technical/ Professional Degree Course (4 Year' and above duration) (T/F)
5. In no circumstances the minimum eligibility criterion for giving away the assistance form Welfare Fund, as circulated by BSNL CO. can be relaxed by the Circle (T/F)