



JAYA ENGINEERING COLLEGE

(Affiliated to Anna University, Chennai and Approved by AICTE, New Delhi)

THIRUNINRAVUR – 602024, THIRUVALLUR DIST. TAMIL NADU

Website : www.jec.ac.in, Email : info@jec.ac.in

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

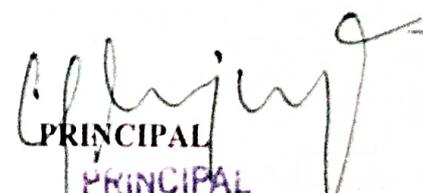
DATE: 05/07/2021

The welfare measures for the following staff members in Department of Computer Science and Engineering are awarded maternity leave, staff sick leave, fest leave, medical leave on the following academic year.

YEAR	2016 -2017	2017-2018	2018 -2019	2019-2020	2020-2021
Number of Faculties welfare measures availed	02	02	03	02	03


HOD

HEAD OF THE DEPARTMENT
Computer Science & Engineering
Jaya Engineering College,
Thiruninravur - 602 024.


PRINCIPAL
PRINCIPAL
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR, CHENNAI. 602 124





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THIRUNINRAVUR – 602024, THIRUVALLUR DIST. TAMIL NADU

Website : www.jec.ac.in,

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Welfare Measures

Brief list of welfare measures:

1. Pregnant ladies and lactating mothers are given necessary concessions in their day to day work and they are given flexible timings as per their requirements,
2. Study leave for pursuing higher studies,
3. Uniform is provided to peon and security
4. Free medical camp for the staff
5. Disbursement of financial credits/facilities through Yashodhara Teachers Co-operative Society
6. Provident fund for all the employees who fall under the eligibility criteria as per Govt. norms
7. Free education for the children of the Employees
8. Canteen Facility at subsidized rates
9. Management funded training programs for teaching and non-teaching employees.

The Institution has a welfare mechanism in place, for teaching and non-teaching staff.

The various welfare schemes are:

1. Priority given in the school admission of wards of the faculty and staff.
2. Maternity benefits.
3. Medical leave.



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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

DATE: 25/09/2019

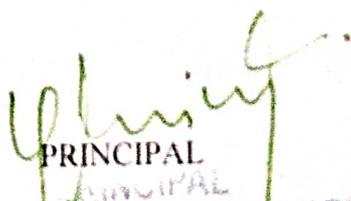
To,
The Secretary,
Jaya Engineering College,
Thiruninravur.

Sub: Regarding sanctioning of medical leave.

Respected Sir,

We would like to bring notice that Mr.M.SURESH working in this college as an Assistant Professor in Computer Science and Engineering department. With above mentioned subject he applied leave sick leave from 07/08/19 to 10/09/19 i.e. for 13 days. Due to his illness he didn't come to college and he produced the medical certificate for our reference.

Thanking you,


PRINCIPAL
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR CHENNAI-602 024

Date: 11/9/19

From,

Mr. M. Suresh

Assistant Professor / CSE,

Saya Engineering College,

Thirunindravur.

TO,

The Principal,

Saya Engineering College,

Thirunindravur.

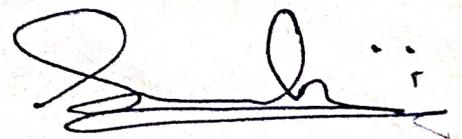
Respected Sir,

I am informing you of a medical issue which renders me unable to attend college. I am suffering from a sick, consider my absences as leave for the corresponding days from (7/8/19) to (10/9/19) leave for 13 days.

Thanking you

Submitted to the Principal
for approval
Recommended

Yours faithfully



MEDICAL CERTIFICATE

DATE: 15/9/19

To whom it may concern

This is TO CERTIFY that Mr. M. Sivalok of Jaya College of Eng.
Was examined and treated at hospital on 7/8/19 to 10/9/19.
The undersigned Dr. Sathyan Doctor of Pulmonology
Medicine, see no reason that the above participant on examination
cannot take part in competitive or non-competitive.



Doctor's Signature

12/11/2020.

From

F. Merlin Christo,
Assistant Professor
Department of CSE,
Jaya Engineering College,

To

The Principal,
Jaya Engineering College
Thiruvinnamur

Respected Sir,

I am working as an
assistant professor in our college.
Due to financial condition of family
& need Rs 10,000 to satisfy my
emergency situation. So, I kindly
request you to give my salary
in advance.

Thanking you,

Submitted to Principal with
for approval
Recommended
M.C.

yours faithfully,
F. Merlin Christo

JAYA ENGINEERING COLLEGE

Thiruninravur, Chennai - 602024.

Date : 16/11/2020

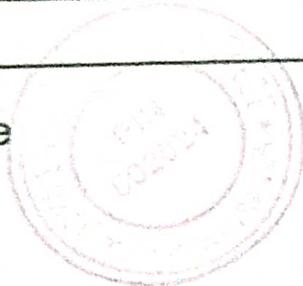
₹ 10,000

No.

Received from the above College a sum of Rs. 10,000
in words Ten Thousand Rupees
towards E. Merlin Christo (Salary on advance)

Office Use

Debit



Accountant

Signature [Handwritten Signature]

Admitted and paid

[Handwritten Signature]

Authorised Signatory

For **JAYA ENGINEERING COLLEGE**

JAYA ENGINEERING COLLEGE
THIRUNINRAVUR, CHENNAI - 602 124

DATE

15/4/21

V. Devya

Assistant professor/CSE

Jaya Engineering College

Thirunelvaai

TO

The principal

Jaya Engineering College

Thirunelvaai

Sub:

Regarding marriage leave
application for 18/4/21 days to 7/5/21

Respected Sir,

I am V. Devya as an
Assistant professor of CSE department
marriage is fixed for me. So,
I request you to give leave for
18/4/21 to 7/5/21

Thanking you

Submitted to Principal
for approval -
Recommended -
M. J.

Yours faithfully

V. Devya



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THIRUNINRAVUR – 602024, THIRUVALLUR DIST. TAMIL NADU

Website : www.jec.ac.in, Email : info@jec.ac.in

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

DATE: 23/04/2021

To,
The Secretary,
Jaya Engineering College,
Thiruninravur.

Sub: Regarding sanctioning of marriage leave.

Respected Sir,

We would like to bring notice that Ms.V.Divya working in this college as an Assistant Professor in Computer Science and Engineering department. With above mentioned subject marriage is fixed for her so she applied leave from 18/4/21 to 07/05/21 i.e. 20 days with prior permission from principal. She completed all the formalities for sanctioning the leave. This is for your kind information and necessary for further action.

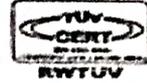
Thanking you,


PRINCIPAL

PRINCIPAL
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR, CHENNAI-602 024



JAYA ENGINEERING COLLEGE
 (An ISO 9001 : 2000 CERTIFIED INSTITUTION)
 (Approved by AICTE and Affiliated to Anna University)
 C.T.H. Road, Prakash Nagar, Thiruninravur (Near Avadi), Chennai - 602 024.
 Tamil Nadu, INDIA. E-mail : info@jec.ac.in Website : www.jec.ac.in



DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Date: 19.08.2021

The number of teachers provided with welfare measures during the last five years are given below for your kind reference.

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
No of Faculty Availed Welfare Measures	1	1	1	2	2

HoD/ECE
 DEPT. OF ECE
 JAYA ENGINEERING COLLEGE,
 CHENNAI 602 024

Principal
PRINCIPAL
 JAYA ENGINEERING COLLEGE
 THIRUNINRAVUR, CHENNAI- 602 024



JAYA ENGINEERING COLLEGE

(An ISO 9001 : 2008 CERTIFIED INSTITUTION)

(Approved by AICTE and Affiliated to Anna University)

C.T.H. Road, Prakash Nagar, Thiruninravur (Near Avadi), Chennai - 602 024.
Tamil Nadu, INDIA. E-mail : info@jec.ac.in Website : www.jec.ac.in



DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Date:18.08.2021

This is to certify that the following faculties availed Welfare measures for the academic year 2020-2021.

S.No	Name of the Applicant	Designation	Reason	Amount Sanctioned Rs
1	Ms.K.Komathi	Assistant Professor	Ward Tuition Fee	25000
2	Mr.Suresh kumar	Assistant Professor	Medical Expense	30000
TOTAL				55000

[Signature]
HOD/ECE
JAYA ENGG COLLEGE
CHENNAI 602 024

[Signature]
Principal
PRINCIPAL
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR, CHENNAI- 602 124

Requisition Letter

04/01/2021

From
Mr.Suresh Kumar
Assistant Professor
Department of Electronics and Communication
Jaya Engineering College.

To,
The Principal
Jaya Engineering College
Tiruninravur.

Through: The Administrative Officer

Subject: Request For Advance Salary due to my health issues.
Dear Sir,

I would like to request for an advance Salary of Rs.30,000/- (Thirty Thousand Only) due to a medical emergency in my family. My family member is admitted to the hospital for his medical treatment. I do have health insurance, but the amount will be reimbursing post-treatment and all expenses required to be taken care of prior to the treatment.

This amount will be sufficient to cover the treatment cost. I shall be grateful if the Institution grants my request at the earliest. Kindly deduct this amount by each subsequent months, until the debt is recovered. Kindly do the needful.

Thanking you.

9/10/21
Forward to principal
May be considered.
Y. Princy


Yours Sincerely,
(K. Suresh Kumar)

JAYA ENGINEERING COLLEGE

Thiruninravur, Chennai - 602024.

Date: 11/01/2021

₹ 30000/-

No.

Received from the above College a sum of Rs. _____

in words Thirty Thousand only

towards Mr. Suresh Kumar - Medical Expenses

Office Use

Debit



Accountant

Signature



Admitted and paid

Dr. K. SAMIDURAI

B.E. M.Tech., Ph.D., MISTE FIE, C.Eng.

PRINCIPAL

Authorised Signatory

JAYA ENGINEERING COLLEGE
THIRUNINRAVUR, CHENNAI



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THIRUNINRAVUR – 602024, THIRUVALLUR DIST. TAMIL NADU
Website : www.jec.ac.in, Email : ithod@jec.ac.in



DEPARTMENT OF INFORMATION TECHNOLOGY

Date: 20.08.2021

The number of teachers provided with welfare measures during the last five years are given below for your kind reference.

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
No of Faculty Aailed Welfare Measures	1	1	1	1	1

Stuu 20/8/21
HOD/IT

HEAD OF THE DEPARTMENT
INFORMATION TECHNOLOGY
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR CHENNAI - 602 024

[Signature]
PRINCIPAL

PRINCIPAL -
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR CHENNAI - 602 024





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Website : www.jec.ac.in, Email : ithod@jec.ac.in



DEPARTMENT OF INFORMATION TECHNOLOGY

Date: 12.08.2017

This is to certify that the following faculties availed Welfare measures for the academic year 2016-2017.

S.No	Name of the Applicant	Designation	Reason	Amount Sanctioned Rs
1	Mr.M.STALIN	Assistant Professor	Medical Expense	6000
TOTAL				6000

HOD / IT

PRINCIPAL

PRINCIPAL
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR, CHENNAI- 602 124

4.10.2016

From

M.Stalin,
Assistant Professor,
Department of Information Technology,
Jaya Engineering College,
Thiruninravur.

To

The Principal,
Jaya Engineering College,
Thiruninravur.

Respected Sir,

Sub:- Requisition for amount to undergone a treatment reg.

This is to bring to your kind notice that, I have some health issues. So I am in need of some amount for my treatment. In this regard, I request you to help me by giving some amount of Rs.6000. So that I will repay it within six months.

Thanking You

Yours Sincerely
M. Stalin
(M.Stalin) 4/10/16

Recommended &
forwarded to The Principal

STW 4/10/16
My be conspider
forwarded Charman
G. C. Jeyaraj
9/10/16



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THIRUNINRAVUR – 602024, THIRUVALLUR DIST.

TAMIL NADU

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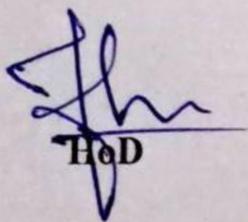
Email: info@jec.ac.in

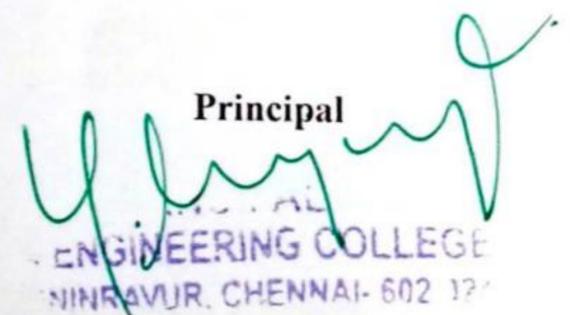
DEPARTMENT OF COMPUTER APPLICATIONS

Date: 01.06.2021

The following number of teaching and non-teaching staffs in Department of Computer Applications are provided with Welfare Measures like Maternity leave, Medical leave and festival leave on the following academic year.

	ACADEMIC YEAR				
	2016 -2017	2017-2018	2018 -2019	2019-2020	2020-2021
TEACHING STAFF	3	3	2	2	2
NON TEACHING STAFF	1	1	1	1	1


H&D


Principal
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR, CHENNAI- 602 124





Phone : 26340091/26300982/26341264
Fax : 26300982

JAYA ENGINEERING COLLEGE
(An ISO 9001:2000 CERTIFIED INSTITUTION)



(Approved by AICTE and Affiliated to Anna University)
C.T.H Road, Prakash Nagar, Thiruninravur, (Near Avadi)

RWTUV

Chennai -602024. Tamil Nadu, INDIA

E-Mail: info@jec.ac.in, www.jec.ac.in

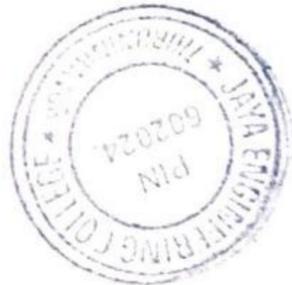
DEPARTMENT OF COMPUTER APPLICATIONS

Date: 16/06/2021

This is to certify that the following faculties availed Welfare measures for the academic year 2020-2021.

S.No	Name of the Faculty	Designation	Reason	Amount Sanctioned Rs
1	Mrs.P.Jasphin Jeni Sharmila	Assistant Professor	Financial help	20000
2	Ms.M.Manisha	Assistant Professor	Financial help	15000
TOTAL				35000


HOD




PRINCIPAL
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR, CHENNAI - 602024

13/09/2020

From

Mrs.P.Jasphin Jeni Sharmila,
AP/ MCA,
Jaya Engineering College,
Thiruninravur .

To

The Principal,
Jaya Engineering College,
Thiruninravur.

Sub: Application for financial help- Reg.

Respected sir,

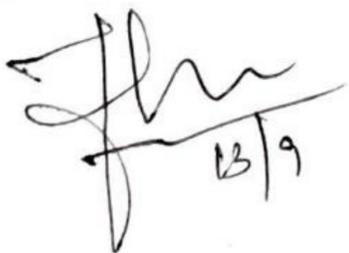
I am writing this letter to request for a financial help to buy a new car. Therefore, I request an advance salary of Rs. 20000/- for booking a car that will be very useful for my children and family members. I hope you will oblige my request and I will be grateful to you if I receive the amount on or before 20.09.2020.

Yours Sincerely,



Mrs.P.JasphinJeniSharmila

Recommended &
forwarded to
Ao/Principal



PRINCIPAL
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR. CHEMICAL. 602 121

15/10/2020

From

Ms.M.Manisha,
AP/ MCA,
Jaya Engineering College,
Thiruninravur .

To

The Principal,
Jaya Engineering College,
Thiruninravur.

Sub: Application for financial help- Reg.

Respected sir,

I am writing this letter to request for a financial help to celebrate my first Diwali. Therefore, I request an advance salary of Rs. 15000/- on or before 20.10.2020 for shopping for myself and family members. I hope you will oblige my request and I will be grateful to you.

Yours Sincerely,

Manisha
15/10
Ms.M.Manisha.

*Recommended &
forwarded to
Principal by*

[Signature]
15/10

[Signature]
PRINCIPAL
JAYA ENGINEERING COLLEGE
THIRUNINRAVUR CHENNAI-692 321

JAYA ENGINEERING COLLEGE

Thiruninravur, Chennai - 602024.

Date :

₹ 20000/-

No. 1106

Received from the above College a sum of Rs. 20000/-

in words Twenty thousand Only

towards Mrs. P. Gasphis Devi Shanila for

financial help

Office Use

Debit



Accountant

Signature

Admitted

Dr. K. SANIGURAI

PRINCIPAL

For JAYA ENGINEERING COLLEGE

JAYA ENGINEERING COLLEGE

Thiruninravur, Chennai - 602024.

Date :

₹ 15000/-

No. 1501

Received from the above College a sum of Rs. 15000/-

in words fifteen thousand only

towards Mr. Manisha for financial help

Office Use

Debit



Accountant

Signature

Admitted

Dr. K. SANIGURAI

PRINCIPAL

For JAYA ENGINEERING COLLEGE