





**राष्ट्रीय प्रौद्योगिकी संस्थान कालीकट**  
**NATIONAL INSTITUTE OF TECHNOLOGY CALICUT**

- (c) As of now there shall not be regular contributions every year from the IRG. If need arises, the same can be taken up later.
- (d) There shall be contribution to this Fund by the staff of the Institute. One time opportunity may be given to the existing staff to opt out of the Fund. Any staff opting out of contribution are not eligible for any financial support or other benefits or schemes through this fund.
- (e) The financial support extended to members during the medical issues are envisaged to cover the expenses they may bear but shall be restricted to an amount decided by the management committee depending on the funds accrued.
- (f) The maximum financial assistance through this fund along with other eligible CGHS, institute insurance policy, any central/state Govt aid etc is to be restricted to the expenditures actually incurred by the claimant staff.
- (g) The scheme may be extended to contract or adhoc staff of the Institute provided that they are paying a monthly contribution and as approved by the bye laws of the Institute.
- (h) A good measure of welfare, health, wellness activities of the staff and family may be planned by the management committee.
- (i) The decision of the Chairperson of the Management committee (Director) in any related matter is final and binding and bye law shall involve suitable clauses for the same.

**4. Subscriber of the Fund.** The subscribers (or the members of the fund) of the fund are those who are paying the subscription and have not opted out of the scheme. They can be either:-

- (a) The Director, Registrar and any other person who is holding the Statutory position at the Institute and paid salary by the Institute or
- (b) Any regular staff of the Institute or
- (c) Any contract staff directly engaged by the Institute with a contract period being equal to or more than Twelve months, only if they are willing.



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5. **Beneficiaries of the Fund.** The beneficiaries of the fund are as follows: -

- (a) A subscriber, spouse and two eldest children (till they complete 25 years of age).
- (b) Parents (only dependent Father or Mother) in case of an unmarried subscriber. The criteria for dependent shall be same as defined by the Gol rules.

6. **Subscription Amount.** The subscription to the benevolent fund shall be as follows:-

- |   |                      |
|---|----------------------|
| (a) Regular staff including on Deputation                               | - Rs 300/- per month |
| (b) Contract staff with emoluments equal to<br>or more than Rs 50000 PM | -Rs 300/- per month  |
| (c) Contract staff with emoluments<br>less than Rs 50000 PM             | - Rs 200/- per month |
| (d) All Others  | - Rs 300/- per month |

The subscription shall be deducted from the monthly salary/ emoluments by the Finance and Accounts section and deposited into the benevolent fund account.

7. **Bank Account.** A benevolent fund account shall be opened in any nationalized bank. Income tax exemption under 80G shall be obtained. It shall be operated jointly by the Director (Chairperson of the Management committee) and the Registrar of the Institute.

8. **One-time option for opting out.** Any regular staff member who has less than 3 years of service remaining for superannuation (as on promulgation of this order) are given one-time opportunity to exercise the option not to subscribe to the benevolent fund. The fund is compulsory for all other regular staff.

9. **Utilization of the Fund.** The fund shall be utilized for the following purposes, within the defined financial limits:-

- (a) Contribution towards common insurance, medical health policy/ies.



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- (b) Conduct of programmes of health camps, promoting mental health, medical check up, Yoga, wellness activities and related activities.
- (c) Ex-gratia payments towards serious illness of subscriber or beneficiary.
- (d) Ex-gratia payments towards unfortunate death of the subscriber.
- (e) Ex-gratia towards the shifting of the body, conduct funeral/ last rites etc of the subscriber or beneficiary.
- (f) Collective welfare activities of the subscribers.
- (g) Scholarships to the children of subscribers.
- (h) Other circumstances as approved by the Management Committee.

10. **Management Committee.** The NIT Calicut Benevolent fund shall be administered by an Institute Management Committee comprising of the following:-

- (a) Director - Chairperson
- (b) Dy Director, Registrar, Dean FW - Members
- (c) One Professor, Asso Prof & Asst Prof nominated by the Director - Members
- (d) One Gp A, B & C staff nominated by the Director - Members
- (e) DR (or AR) handling the Finance/ Accounts -Member Secretary

11. **The Source of Fund.** An initial grant of Rs 2 Crore from IRG will act as seed money and will be kept as FD. The source of funds will be:-

- (a) Interest earned from the seed grant.
- (b) Monthly contributions from the subscribers.
- (c) Govt grants for welfare activities.



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- (d) Any other IRG revenue of the Institute as approved by the BoG.
- (e) Any donations by the staff, alumni, banks, organizations, individuals, CSR funds etc.
- (f) Any other collections/ contributions made during events or welfare activities, as decided by the Management Committee.

**12. Financial Limits.** Various financial limits towards ex-gratia, other assistance, scholarships etc shall be decided by the Management Committee based on the income, anticipated expenditure and other circumstances. For the first year, following financial limits shall be applicable: -

SI	Occasion	Financial Limit	Condition
(a)	Contribution towards common group insurance, Medical health policies	As decided by the Management Committee	As decided by the Management Committee
(b)	Common programmes /Activities/events as decided by Management Committee	Rs 2 Lakh per event	Not exceeding total Rs 10 Lakhs in a year
(c)	Ex-gratia on unfortunate death of the subscriber	Rs 3 Lakh	To be paid to the next of the kin
(d)	Funeral and other expenses on unfortunate death of the subscriber or beneficiary	Rs Twenty Five Thousand	Cash can be provided to the family members
(e)	Critical illness or major accident of the subscriber as decided by Management Committee	Rs 2 Lakh each incident	Total payments per subscriber is restricted to Rs 5 Lakh from the Fund

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(f)	Critical illness or major accident of the beneficiary	Rs 1 Lakh each incident	Total payments per subscriber is restricted to Rs 2 Lakh from the Fund
(g)	Any other assistance	As decided by the Management Committee	Total payments per subscriber is restricted to Rs 2 Lakh from the Fund
(h)	Scholarships to the children of subscribers	As decided by the Management Committee	Not exceeding the 10% of the yearly total subscription

13. **Meetings of the Management Committee.** The management committee of the NITC benevolent fund shall meet for the first instance at the earliest and familiarize with the objects and management of the fund. The periodic meeting shall be held atleast once in six months and meeting can be summoned by the Chairperson as and when necessary. Fund status and accounts shall be reviewed every year during the meeting or as necessary. Minutes of meeting are prepared by the member secretary for each meeting and circulated amongst the subscribers.
14. **Handling of the Account.** The bank account and other transactions shall be handled by the member secretary and detailed account shall be presented to the management committee.
15. **Bye Laws.** The management committee can develop and adopt detailed bye laws. These orders shall act as the bye laws till the time new bye laws are adopted.
16. The BoG is ultimate authority to decide on any issue, including closure of the fund.
17. These orders shall come into effect from the date of issuance of this order.

  
25/4/24  
Registrar