

CARE COLLEGE OF ENGINEERING



No. 27, THAYANUR,
TRICHY-620009.

www.care.ac.in

CARE POLICY DOCUMENTS



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TRICHY-620009.

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LEAVE POLICY-2022-2023

1. Introduction

As a part of CARE's Organization Goal, the leave policy is drafted to ensure that all employees are granted reasonable leave for their self-Improvements, Personal needs and that they take adequate rest away from work whilst maintaining the needs of the organization. The purpose of this policy is to provide employees with information on the application and Organization of all leaves and holiday entitlements.

2. Scope

The principles set out in this policy document apply to all employees of CARE. The contents may be subject to revision from time to time.

3. General Procedure on Availing Leave

- Get Prescribed **“Leave/OD Slip”** from Front Office (Leave, On-Duty & Compensatory off combined in one slip) including alternative arrangement details.
- Submit duly filled format with alternative arrangement details to Competent/Reporting Authority for Approval.
- Approved leave slip to be handed over to HR Department before availing any Leave or On Duty.

4. General

1. The Organization reserves the right to approve/disapprove the leave to any individual and to make changes in the policy. Any leave cannot be claimed as a matter of right.
2. **Employees are responsible to know and abide by the policy amendments.**
3. CARE follows the policy of **“Earn and Avail”**.
4. Leave approvals are based on **Eligibility, Merit and Reason.**
5. Leave terms follow the academic calendar i.e., June to July.
6. Academic year: From **August to Next Year July.**
7. New academic year attendance/leave calculations will start from **August.**
8. CARE closes the attendance / leave calculations **End of every month.**
9. All intervening declared holidays and Weekly holidays will be included for corresponding leave.
10. If an employee's joining date is in the middle of the year, eligibility for leave is on

prorated basis.

11. Before availing Leave and On-Duty, Teaching and Non-Teaching Employees must **Arrange Alternative Staff** with approval of HOD or Reporting In-charge.
12. Leave / On-Duty can be availed only on approval from Reporting authority.
13. Director's / Principal's approval is required, when an employee avails;
 - a) More than 3 Days of leave
 - b) During the absence of Reporting in Charge
 - c) On-Duty assignments
14. The employee is required to submit the approved **"Leave/OD Slip"** to the HR Dept before availing leave.
15. All the Leave/ OD slips should be handed over to the HR Department by employees themselves.
16. In case of absence due to illness or any unplanned situations, direct information to be passed to HOD/ Reporting in Charge and Leave Slip to be submitted on the day of resumption of duty.
17. Forenoon Session: 9.00 am to 1.00 pm and Afternoon Session: 1.00 pm to 5.00 pm (Except Admin staff).
18. Availing of leaves in advance is not permitted.
19. Unapproved leaves availed by an employee will result in **Loss of Pay (LOP)**.
20. Unplanned absence from the college should not exceed **2 days continuously. Else will result in LOP and further proceedings.**
21. **Hourly Permission is not allowed** and Employees need to use their Half-a-day CL, EL or LOP.
22. **No Special leaves for Employee Marriage**, VL/EL/CL could be used. As an Exception a staff can avail more than 2 continuous days of CL/EL, if earned in previous months. This exception cannot be clubbed with VL.
23. **Special On-Duty is permitted for other official works with prior and proper approvals from Reporting inCharge / HOD and Director.**
24. **No Exception in Leave Policy is permitted.**



5. Leave Types

I. Casual Leave (CL): (Teaching, Non-Teaching Employees and Workers)

- a) New employees are eligible to avail CL after one month of service at CARE.
- b) Employees are eligible for **12 days** of CL in an academic year (August to July).
- c) **One Day** CL is accrued every month.
- d) Maximum 2 Continuous days (CL) can be availed in a month if accrued in the previous months
- e) Half-a-day CL is permitted.
- f) Unapproved CL will be considered only as **Loss of Pay (LOP)**.
- g) Two Late coming in a month will be considered as Half-a-day CL/EL/LOP.
- h) Exceeding the accrued 12 days of casual leave results in LOP.
- i) LOP results in Break of Service leading to delay in increments/ promotion, eligibility for **vacation** etc.
- j) Employees are not eligible for any other Types of leave (EL/VL/MTL/PTL/ML) with in the period of CL.
- k) CL cannot be prefixed and suffixed with other types of leave and weekly holidays.
- l) Public holidays and weekly holidays falling with in the period of CL will be part of leave.
- m) Maximum of 3 unavailed CL days can be carried over to the next academic year.
- n) Encashment of CL is not allowed.

II. Vacation Leave (VL) (Teaching Employees)

- a) Employees are eligible for VL as per the following slots during the Academic year.

Summer

≥6Months	3Days
≥ 1Year	8 Days
≥ 2Years	9 Days
≥ 3Years	12 Days

Winter

≥1year	6 days
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- b) New employees are eligible for VL only after completing **6 Months of service**.
- c) Years should have been completed on the first date of commencement of vacation Period. d) At any time of vacation 50 % of faculty should be present in the Department.



- d) VL can be taken in **Maximum 2 Slots** with minimum of 1 working day in between the slots.
- e) Employees who have taken **more than 3 LOP in a particular semester** are not eligible for VL.
- f) Employees are not eligible for any other Types of leave (CL/MTL/PTL/ML) within the period of VL.
- g) VL cannot be prefixed and suffixed with other leaves.
- h) If VL is Prefixed or Suffixed with a weekend, they will be included in count of days for VL.
- i) Public holidays and weekly holidays falling with in the period of VL will be counted as a part of VL.
- j) Carryover of VL to the next Academic year is not allowed.

III. Earned leave (EL): (Non-Teaching Employees)

- a) New employees are eligible to accrue EL only after completing **1 Year of service**.
- b) Employees are eligible for **8 days** of EL in an academic year (August – July).
- c) **One day EL** is accrued every month (Maximum of 8 Days per academic Year).
- d) Employees are not eligible for any other Types of leave (CL/MTL/PTL/ML) with in the period of EL.
- e) EL cannot be prefixed and suffixed with other leaves and weekly holidays.
- f) Public holidays and weekly holidays falling with in the period of EL will be part of leave.
- g) Balance EL of Previous year en-cashed in starting of next academic year (typically along with August salary).
- h) Carryover of EL to the next academic year is not allowed.

IV. Maternity Leave (MTL): (Teaching and Non- Teaching Employees)

- a) Female Employees are eligible for Maternity Leave after completing **3Years of Continuous service at CARE**.
- b) Female Employees are eligible for **90 Continuous days** of MTL.
- c) Can avail only one time during an employee's entire period of service in the organization. d) After 90 days of MTL, employee must report to



duty.

- d) Any extension of MTL required need further written approval before 90 days completion.
- e) Not reporting or Informing after MTL will be considered as **Discontinuation of service**.
- f) Employees are not eligible for any other Types of leave (CL/EL/VL/ML) with in the period of MTL.
- g) Employees those who availed MTL are not eligible for VL in immediate summer& winter.
- h) MTL cannot be prefixed and suffixed with other leaves and weekly holidays.
- i) Public holidays and weekly holidays falling with in the period of MTL will be part of Maternity leave.
- j) Encashment of MTL is not allowed.

V. Paternity Leave (PTL): (Teaching and Non-Teaching Employees)

- a) Male Employees are eligible after completing **3 Years of Continuous service**.
- b) Male Employees are eligible for **3 Continuous days** of PTL.
- c) Can avail only one time during an employee's entire period of service in the organization.
- d) Employees are not eligible for any other Types of leave (CL/EL/VL/ML) with in the period of PTL
- e) PTL cannot be prefixed and suffixed with other leaves and weekly holidays.
- f) Public holidays and weekly holidays falling with in the period of PTL will be part of leave.
- g) Encashment of PTL is not allowed.
- h) PTL has to be availed within one month of delivery.

VI. Medical Leave (ML): (Teaching and Non-Teaching Employees)

- a) Employees are eligible after completing **2 years of Continuous service**.
- b) Employees are eligible for **10 days** of ML.
- c) Minimum Permitted ML is **3 days** duration.
- d) Medical certificates is to be submitted immediately on the day of resumption of



duty.

- e) Employees are not eligible for any other Types of leave (CL/EL/VL/MTL/PTL) with in the period of ML.
- f) ML cannot be prefixed and suffixed with other leaves and weekly holidays.
- g) Public holidays and weekly holidays falling with in the period of ML will be part of leave.
- h) Encashment and carryover of ML to the next academic year is not allowed.

VII. Compensatory Off (COFF): (Teaching, Non-Teaching Employees and Workers)

- a) Employee can avail for the extra day they have worked on holidays and after working Hours.
- b) Only on approval from competent authority (Head of the department/Division, Director) employee is **permitted to work** after office hours / holidays.
- c) Every Cumulative **4 hours** of Approved extra working hours is entitled for **Half a Day COFF**.
- d) COFF should be availed within **5 Days** of Extra work.

On-Duty (OD)

I. Personal On-Duty (POD):

- a) Teaching and Technical staff are eligible for 6 Days of POD in a Year.
- b) Meant for Higher Studies, Faculty development programmes, Skill development programmes (SDP), Seminars, Conferences, Special Training, Workshops any other event relevant to personal development on Knowledge or skill.
- c) Report /Documents justifying OD to be produced within **3 Days of Return**.

II. University On-Duty (UOD):

- a) Teaching Employees are eligible for UOD.
- b) Appointment Order should be enclosed with “OD Request Slip”.
- c) Meant for any university exam related work, External Invigilation, Anna University Representative, Squad Member, External Examiner to Labs, Paper Valuation related works.

Particulars	Duty	Eligible days
≤3 Years of Experience in Engineering College	Invigilation Duty(ID)	5 Days/Semester
3 to 5 Years of Experience in Engineering College	Laboratory Examiner(LE)	3 Days/Semester
	Paper Valuation(PE)	5 Days/Semester
5 to 10 Years of Experience in Engineering College	Anna University Representative(AUR)	6 Days/Semester
	Laboratory Examiner(LE)	3 Days/Semester
	Paper Valuation(PE)	5 Days/Semester
	Squad Member(SM)	5 Days/Semester

III. General Procedure on Availing OD

- a) Approval from HOD / Reporting In-charge, Dean / Director is required in advance along with proof.
- b) Before availing OD, submit the approved OD Slip to HR Department.
- c) OD attendance proof to be submitted immediately on the day of resumption of duty.
- d) Half-a-day OD is permitted.
- d) Encashment and carryover of OD to the next semester is not allowed.

~~Leave~~ / On Duty Slip


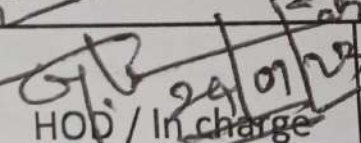

Employee Details		Date:	24.01.2023
Emp.No	1050	Designation:	HOD - S&H
Name	G. Venkatesan	DOJ:	22.05.2013
Department	EEE	School	Engg/MBA/Arts/B-Arch

leave / On-Duty Details	Total No.Of Days Required : 02 days
From: 21.01.2023 & 23.01.2023	

Description : External examiner for univ. exams (practicals),
21.01.23 - 8301 - GCE - S & 23.01.2023 - 8138 - SCE

Leave Types										On-Duty (OD)				
										LIOD				
CL	VL	EL	MT L	PTL	ML	COF F	CO L	PO D	ID	LE	P V	AU R	S M	SOD
No of Eligible days	03		No of availed days				-				Balance Available			03

Reporting In charge Name & Designation : Dr. S. shanthy, principal

		Dean		Principal	HR	CEO
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Note: Employees must Arrange Alternate Staff for any pre assigned duty with approval of HDD or In-charge P.T.O for Alternate Arrangements Slip



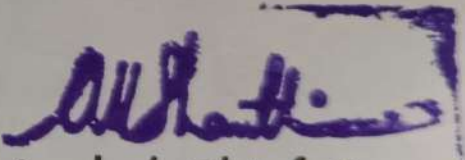
ANNA UNIVERSITY

Chennai - 600 025

ATTENDANCE CERTIFICATE

This is to certify that MR. T. VENKATESAN, ASST. PROF./EEE,
8107 - CARE College of Engineering, Trichy - 09
has attended as an external examiner for FC3311 - EDC Lab
at 8301 - Government College of Engineering, Srirangam, Trichy-
on 21.01.2023 / from — to — both days
inclusive.




Principal / Chief Superintendent

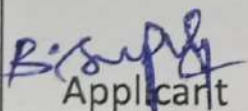

Leave / On Duty Slip

Employee Details

Emp.No	CE1074	Date:	5-1-2023
Name	B. SUDHA PRIYA	Designation:	Assistant Professor
Department	CIVIL	DOJ:	20-12-16
Leave / On-Duty Details		School	Engg/MBA /Arts /B-Arch
From: 06-1-2023	To: 12-1-2023	Total No.Of Days Required	6

Description :

Vacation Leave

Leave Types								On-Duty (OD)						
								LIOD						
CL	VL	EL	MT L	PTL	ML	COF F	CO L	PO D	ID	LE	P V	AU R	S M	SOD
No of Eligible days			No of availed days					Balance Available						
Reporting In charge Name & Designation : DR. S. SHANTHI / PRINCIPAL														
 Applicant	HOD / In charge		Dean		 Principal		5.1.23		HR		CEO			
Note: Employees must Arrange Alternate Staff for any pre assigned duty with approval of HDD or In-charge P.T.O for Alternate Arrangements Slip														

1. Introduction:

C.A.R.E. always give importance for its Employees. Our **Employee Referral Policy** explains important aspects of referral procedures. We place great importance on referrals because we trust our employees, who know what's best for our institution. We want to make this process as smooth as possible for our employees and those who they refer.

2. Scope:

The principles set out in this policy document apply to all employees of CARE. The contents may be subject to revision from time to time.

3. Eligibility:

- Any employee in the Institution except HR department.
- Employees are entitled to get referral bonus only as per grades/post.
- Referral bonus will be paid only after 180 days from the date the candidate joins the organization.
- Referral Bonus lapses if candidate leaves before 6 months.
- Only one referral bonus can be given per candidate. If a candidate is referred by more than one employee, the first referral received will be the one rewarded if the candidate is hired.
- If we hire candidate referred by you. You are eligible for monetary reward based on the position you have referred. See the table below for criteria for availing the benefits.

GRADE	REFERRAL BONUS
Non-Teaching (Technical and Administration)	2500
Teaching (Assistant and Associate Professor)	5000
Senior positions (Professor, HOD and Dean)	10000

4. Procedure

When referring an individual, the employee MUST:

- Mail the profile to hr@care.ac.in.
- The recruitment team will process the profile if it is suitable for the requirement.
- If the candidate is selected the Employee will be informed.

5. General:

- The organisation reserves the right to make changes in the policy.
- Temporary and Part- Time Employees are not eligible.
- Employee in Notice Period is not eligible.
- A referral will not be eligible if a candidate has already been assessed for a role in the last 1 year.
- If the employee who is referring, leaves the institution before 6 months of service of referred candidate, he/ she is not entitled to receive the referral bonus.

1. Introduction:

C.A.R.E. always takes keen interest in the welfare of its Employees. The purpose of this policy is to provide **Tuition Fee Concession** for C.A.R.E. Employee's children Education.

2. Scope:

The principles set out in this policy document apply to all employees of C.A.R.E. Group of Institutions (Including C.A.R.E. School and College). The contents may be subject to revision from time to time.

3. Eligibility:

Category – I: For Teaching and Non – Teaching Employees (Technical and Administration)

Tuition Fee Concession Percentage	
Services in CARE	Concession in Fees
0 to < 1 Year	15 %
≥ 1 Year to < 2 Years	25 %
≥ 2 Years to < 3 Years	35 %
≥ 3 Years to < 4 Years	42 %
≥ 4 Years and Above	50 %



Category – II: For all Workers

Currently employed workers are Eligible for **20 % concession** of Tuition fees

4. General:

1. **The Organisation reserves the right to make changes in the policy.**
2. **“Employees are responsible to know and abide by the policy amendments”**
3. The principles set out in this policy document apply to all Permanent employees of CARE
4. Temporary and Part- Time Employees are not eligible
5. Tuition Fee Concession approvals are based on **Eligibility**
6. This policy is applicable only for 2 Children
 - a. First Child of CARE Employee is Eligible for **100 % of Policy**
 - b. Second Child of CARE Employee is Eligible for **50 % of Policy**
7. If both the parents are employed in CARE, Any one employee's eligibility is accountable for his / her Child's Fee Concession
8. The employee must submit the filled **“Application for Fee Concession”** form to HR Department
9. Employee in Notice Period is not eligible
10. **No Exception in the Policy is Permitted**

Note : **“Application for Fee Concession”** form is available in HR Department

STAFF WELFARE POLICY ON MARRAGE BENEFITS, DEATH ASSISTANCE & GROUP INSURENCE

Policy No	HR/APR/2017/002	Effective Date	April 01, 2017
Prepared by	Human Resources	Approval By	Chief Executive Officer

Objective

To ensure the employees well being and equally treated in the organization and to assist them with benefits over and above the statutory mandates.

Process

The benefits and assistance are defined into three categories.

- Benefits on Marriage Occasions.
- Funeral
- Group Insurance



Benefits on Marriage occasions:

The working staffs of Care Group of Institution are eligible for the benefit provided by the Organization on the marriage of self and dependents which include Son/Daughter as per the table below.

S. no	Services in Care	Employee Category	Amount
1	>1 year to <2 years	All Employees	INR. 3500/-
2	>2 years to <3 Years	All Employees	INR. 5000/-
3	>3 years to <4 Years	All Employees	INR. 7500/-
4	>4 Years	All Employees	INR.10000/-

Note-Staffs serve in Notice period are not eligible for the above said Benefits.

Funeral Assistance

Eligibility:

Self & dependents include Mother, Father, Legally wedded wife, Son, Unmarried Daughter, Unmarried Sister, and brother below the age of 18.

S.no	Services in Care	Employee Category	Amount
1	>1 year to <2 years	All Employees	INR. 3500/-
2	>2 years to <3 Years	All Employees	INR. 5000/-
3	>3 years to <4 Years	All Employees	INR. 7500/-
4	> 4 Years	All Employees	INR.10000/-

Assistance:

Staffs are eligible to avail 3 days leave with pay.



Note-Staffs serve in Notice period are not eligible for the above said assistance.

Group Insurance Policy.

Eligibility:

Students, one earning parent (as per school records), teaching & non-teaching staffs of the educational Institution are covered under the Group insurance Policy.

Assistance provided by the organization:

Sl.No	Category/Designation	Sum of rupees in INR			
		AD only	DM only	PTD only	Fixed AME
1	CARE -Students	1,00,000	1,00,000	1,00,000	50,000
2	CARE -Student -One earning Parent	1,00,000	Not eligible	1,00,000	Not Eligible
3	CARE - Staff	1,00,000	1,00,000	1,00,000	50,000

AD- Accidental Death,

DM- Dismemberment,

PTD – Permanent Partial Disability,

AME – Accident Medical Expenses



Staffs serve in Notice period are not eligible for this policy.

18/5/23

Application for Fee Concession

Employee Details

Employment in	School / College
Name of the Employee	S. Henya Stephi
Designation	Associate professor
Department	Architecture
Date of Joining	02-01-2020

Child Admission Details

Admission in	School / College
Child Name	Evan Mathis - P
Class / Course	III B
Year of Admission	2022
Role Number	

Details of Child Already benefited in this policy (if Any)

Admission in	School / College
Child Name	
Class / Course	
Year of Admission	
Role Number	

[Signature]
Employee Signature with

Date

HR Department (Office Use Only)

Concession Percentage Eligible in Tuition Fee	42.1. (3 years completed)
Remarks	DOJ - 2/01/2020 - 3 years 4 months as of 09/08/2023

[Signature]
HR Department
9/8/23

[Signature]
Accounts Department
9/5/23

[Signature]
CEO

10/10/18

Tuition Fee Concession Policy | CARE

Application for Fee Concession

Employee Details	
Employment in	CARE School / College
Name of the Employee	A. KARTHICKA
Designation	Assistant Professor
Department	English - S&H
Date of Joining	18-11-2019
Child Admission Details	
Admission in	CARE School / College
Child Name	S. Thanishka
Class / Course	III - B
Year of Admission	2019
Role Number	
Details of Child Already benefited in this policy (if Any)	
Admission in	School / College
Child Name	
Class / Course	
Year of Admission	
Role Number	
Employee Signature with Date 01/07/23	
HR Department (Office Use Only)	
Concession Percentage Eligible in Tuition Fee	≥ 3 years to < 4 years - 42%.
Remarks	

P. Anbarasu
12/2023
HR Department

Accounts Department

CEO

1/7

C A R E College of Engineering


No.:27, Thayanur,
Dindugal Main Road, Trichy.

Payment Voucher

No. : CCOE/23-24/CP-384

Dated : 16-Jun-23

Particulars	Amount
Account : Staff Welfare Expenses	10,000.00
Through : Cash	
On Account of : Being cash paid to Mr. Rengaraj - Driver for Hospital expenses (paid as per ceo sir instruction)	
Amount (in words) : Indian Rupees Ten Thousand Only	
	₹ 10,000.00



Receiver's Signature:

Authorised Signatory

C A R E College of Engineering

No.:27, Thayanur,
Dindugal Main Road, Trichy.

Payment Voucher

No. : CCOE/23-24/CP-0293

Dated : 23-May-23

Particulars	Amount
Account : Staff Welfare Expenses	10,000.00
	₹ 10,000.00

Through :

Cash

On Account of :

Being Cash given to Mr. Balaji for his mothers' funeral expenses. as per CEO instruction. Mail received from AM on 23-05-2023.

Amount (in words) :

Indian Rupees Ten Thousand Only

Receiver's Signature:

Authorised Signatory

C A R E College of Engineering
No.:27, Thayanur,
Dindugal Main Road, Trichy.

Payment Voucher

No. : CCOE/23-24/CP-0280

Dated : 20-May-23

Through : **Cash**

Particulars	Amount
Account : Staff Welfare Expenses	10,000.00
On Account of : Being cash paid to Ms. Kulanthai Therasa - House keeping. Funeral Expenses for Her husband expired. (paid as per ceo sir instruction)	
Amount (in words) : Indian Rupees Ten Thousand Only	
	₹ 10,000.00



Receiver's Signature:

Authorised Signatory

Group Accident Guard Policy Group Policy Schedule

New Business---438986



Policyholder Details

Policyholder name : CARE GROUP OF INSTITUTIONS
 Policyholder Address : TRICHY
 TIRUCHIRAPPALLI-620009
 TIRUCHIRAPPALLI
 TAMIL NADU
 India

Policyholder Contact No:
 Policyholder E-mail id:

Intermediary Code: CA0069
 Intermediary Contact No: 1800 209 2001
 Intermediary Name: AXIS BANK LTD

Policy Number: 0239485697
 Renewal No: 00
 Endorsement No: 00
 Place of Supply: TAMIL NADU
 State code: 33

Business Description: Educational Institute

Number of Lives Covered: 2234

Territory Limit: Worldwide

Policy Type: Unnamed

Operative Time: 24 Hrs

Relationship Type: Non Employer Employee

Sum Insured Basis: Fixed

Loan Type:

Sum Insured Type: Fixed

Total Sum Insured: INR 223,400,000

Maximum Sum Insured: INR 100,000

Aggregate limit for any one accident: INR 50,000,000
 Aggregate limit for any one year: INR 0

Age Group: 3 years to 65 years

Payment frequency: Annual

Policy Period: From: 14/06/2022 12:15hr To 13/06/2023 23:59hr

Premium details	
Net Premium (Rs):	89,360.00
UGST/SGST @9 % (Rs.)	8,042.40
CGST @9 % (Rs.)	8,042.40
Gross Premium (Rs)	105,444.80

GSTIN: 33AABCT3518Q1Z3-TAMIL NADU, Service Accounting Code: 997133

Insured Description: Education Institute

Sr. No.	Category Description	No. of Insured	AD	DM	PTD	PPD	Fixed Medex OPD	Fixed Medex IPD	Fixed Medex OPD and IPD	Variable Medex	Remarks
1	Students	997	99,700,000	99,700,000	99,700,000	99,700,000	0	50,000	0	0	
2	Parents	997	99,700,000	99,700,000	99,700,000	99,700,000	0	50,000	0	0	
3	Staff	240	24,000,000	24,000,000	24,000,000	24,000,000	0	50,000	0	0	

Coverage Details:

Insurance is the subject matter of the solicitation. For more details on risk factors, terms and conditions, please read sales brochure carefully before concluding a sale.

Tata AIG General Insurance Company Limited.

Regd Office: 15th Floor, Tower A, Peninsula Business Park, G. K. Marg, Lower Parel, Mumbai - 400 013, Maharashtra, India.
 Toll Free No. (24x7): 1800 266 7780 OR 1800 229966 (For Senior Citizens) | Fax: 022 6693 8170 | Email: customersupport@tataaig.com
 IRDA of India Registration No: 108 | Website: www.tataaig.com | CIN: U85110MH2000PLC128425 | PAN: AABCT3518Q | UIN: TATPAGT21196V022021

Sr No.	Coverages	Average SI Per Person	Deductible	Co pay(%)	Remarks
1	Accidental Dismemberment and Paralysis	100000			Covered
2	Accidental Medical Expenses	150000			Fixed. IPD up to Rs 50,000 subject to 24 Hrs. hospitalization or actual whichever is less
3	Permanent Partial Disability	100000			Covered
4	Permanent Total Disability	100000			Covered
5	Accidental Death	100000			Only Student, One Earning Parent of each Student (1st Parent as per School Register) & Staff of the Education Institute are covered
6	Terrorism	100000			Covered

- Conditions if any :-

"In consideration of additional premium, Point No. 10 under Section 3- General Exclusions pertaining to Act of Terrorism stands deleted."

- The Benefits which are mentioned in this Schedule shall only be available under the Policy.

- **Important Exclusions:**

The Policy does not provide benefits for any loss resulting in whole or in part from, or expenses incurred, in respect of:

1. Any Pre-existing Condition, any complication arising from it;
2. suicide, attempted suicide (whether sane or insane) or intentionally self-inflicted Injury or illness
3. being under the influence of drugs, alcohol, or other intoxicants or hallucinogens unless properly prescribed by a Physician and taken as prescribed
4. Participation in an actual or attempted felony, riot, crime, misdemeanor(excluding traffic violations) or civil commotion
5. Mosquito bite and resultant diseases;

This is only a summary of the product features/terms/conditions/exclusions. For more details, please refer our website www.tataaig.com

➤ Commencement of risk cover under the policy is subject to receipt of premium by Tata AIG General Insurance Company Limited.

➤ *The stamp duty of 5.00 (RUPEES AND PAISE) vide Receipt/Challan no. dated 30/06/2022*

General Conditions:

- You have a period of 15 Days from the date of receipt of the **Policy** document to review the terms and conditions of this **Policy** and if you have any objections you have the option of cancelling the **Policy** stating the reasons for cancellation and the premium paid after adjusting the amounts spent on any medical check-up, stamp duty charges and proportionate risk premium shall be refunded.
- There will be no premium refund in case of cancellation due to non-disclosure of material facts, mis-representation or fraud. In case of non-cooperation, premium shall be refunded on short rate table basis as specified in the policy.
- Any product revision/modification/future withdrawal will be done with the approval of Insurance Regulatory & Development Authority of India and will be intimated to you at least 3 months in advance. In case of withdrawal, you have an option to migrate to our similar health insurance product.
- This Policy Schedule in original must be surrendered to the Company in case of cancellation of the Policy Schedule

Claims Administrator Details: Insured Person(s) can notify a **Claim** by sending an SMS **CLAIMS** to **5616181** or by calling **The Company's** 24x7 toll free helpline **1800-266-7780** or 1800 229966 (only for senior citizen **Policy** holders). Please use the **Claim** Intimation Form for intimation of a claim.

Policy Servicing/Grievances/Complaints:

- The Company is committed to extend the best possible services to its customers. However, if you are not satisfied with our services and wish to lodge a complaint / claim, please feel free to call our 24X7 Toll free number 1800-266-7780/022-66939500 (toll) or you may email to the customer service desk at customersupport@tataaig.com. Senior citizens can call our dedicated line at 1800 229966. Please refer The Company's Website for the grievance redressal policy

Insurance is the subject matter of the solicitation. For more details on risk factors, terms and conditions, please read sales brochure carefully before concluding a sale.

Tata AIG General Insurance Company Limited.

Regd Office: 15th Floor, Tower A, Peninsula Business Park, G. K. Marg, Lower Parel, Mumbai - 400 013, Maharashtra, India.

Toll Free No. (24x7): 1800 266 7780 OR 1800 229966 (For Senior Citizens) | Fax: 022 6693 8170 | Email: customersupport@tataaig.com

IRDA of India Registration No: 108 | Website: www.tataaig.com | CIN: U85110MH2000PLC128425 | PAN: AABCT3518Q | UIN: TATPAGT21196V022021

Prohibition of Rebates – Section 41 of Insurance Act, 1938 as amended by Insurance Laws (Amendment) Act, 2015

1. No person shall allow or offer to allow, either directly or indirectly, as an inducement to any person to take out or renew or continue an insurance in respect of any kind of risk relating to lives or property in India, any rebate of the whole or part of the commission payable or any rebate of the premium shown on the policy, nor shall any person taking out or renewing or continuing a policy accept any rebate, except such rebate as may be allowed in accordance with the published prospectuses or tables of the insurer.
2. Any person making default in complying with the provisions of this section shall be liable for a penalty which may extend to ten lakh rupees

Date: 30/06/2022

Place: TIRUCHIRAPALLI

For Policy wordings, please scan the below QR code :



For TATA AIG General Insurance Company Limited



Authorised Signatory

Policy Servicing Address

1ST FLOOR, RAJ TOWER, 6,7, KARUR BYEPASS ROAD, NEAR KALAINGAR ARIVALAYAM, , TIRUCHIRAPPALLI, TIRUCHIRAPPALLI, TAMIL NADU, 620002

Insurance is the subject matter of the solicitation. For more details on risk factors, terms and conditions, please read sales brochure carefully before concluding a sale.

Tata AIG General Insurance Company Limited.

Regd Office: 15th Floor, Tower A, Peninsula Business Park, G. K. Marg, Lower Parel, Mumbai - 400 013, Maharashtra, India.

Toll Free No. (24x7): 1800 266 7780 OR 1800 229966 (For Senior Citizens) | Fax: 022 6693 8170 | Email: customersupport@tataaig.com

IRDA of India Registration No: 108 | Website: www.tataaig.com | CIN: U85110MH2000PLC128425 | PAN: AABCT3518Q | UIN: TATPAGT21196V022021

RECEIPT

Receipt No : 109111032134576

Receipt Date : 30/06/2022

Policy No : 0239485697

Received with thanks from CARE GROUP OF INSTITUTIONS a sum of Rs. 105445(Rupees One Lakh Five Thousand Four Hundred Forty-Five And Paise Zero Only)

Sr.No.	Policy Number	Total Premium	Utilized from the receipt for policy	Balance
1	0239485697	105,444.80	105,445.00	-0.20

Note:

1. This is a computer generated receipt and does not require a signature.
2. Upon issuance of this Receipt, all previously issued temporary receipts, if any, related to this Policy shall be considered null and void.
3. Amounts received by cheque shall be subject to realisation.
4. Any amount received in excess of the Premium is being/shall be refunded by the Company.

GSTIN: 33AABCT3518Q1Z3-TAMIL NADU, Service Accounting Code: 997133

Revenue (consolidated) Stamp Duty duly paid vide challan No. date for applicable cases

Annexure 3

Accidental Dismemberment And Paralysis

"The Percentage (%) of Sum Insured under (B2) Accidental Dismemberment and Paralysis as mentioned below shall supersede the policy wordings.

Nature of Losses	Up to Percentage(%) of Sum Insured
Both Hands or Both Feet	100
Sight of Both Eyes	100
One Hand and One Foot	100
Either Hand or Foot and Sight of One Eye	100
Speech and Hearing in Both Ears	100
Permanent and incurable insanity	100
Permanent Total Loss of the Central Nervous System or the thorax and all abdominal organs resulting in the complete inability to engage in any job and the inability to carry our Daily Activities essential to life without full time assistance	100
Either Hand or Foot	50
Sight of One Eye	50
Speech or Hearing in Both Ears	50
Hearing in One Ear	25
Thumb and Index Finger of Same Hand	25
Quadriplegia	100
Paraplegia	50
Hemiplegia	50
Uniplegia	25
Permanent Total Loss of Mastication	100

Permanent Partial Disability

"The Percentage (%) of Sum Insured under (B2) Accidental Dismemberment and Paralysis as mentioned below shall supersede the policy wordings.

Nature of Losses	Up to Percentage(%) Sum Insured
Loss of toes all	20
Great Toe	5
other than great toe if more than one toe lost each	1
Loss of ring finger	5
Loss of middle finger	6
Loss of index finger	10
Loss of thumb	15
Loss of four fingers	25
Loss of four fingers and thumb of one hand	40
Loss of hearing one ear	25
Loss of hearing both ears	50
Loss of little finger	4

Insurance is the subject matter of the solicitation. For more details on risk factors, terms and conditions, please read sales brochure carefully before concluding a sale.

Tata AIG General Insurance Company Limited.

Regd Office: 15th Floor, Tower A, Peninsula Business Park, G. K. Marg, Lower Parel, Mumbai - 400 013, Maharashtra, India.
Toll Free No. (24x7): 1800 266 7780 OR 1800 229966 (For Senior Citizens) | Fax: 022 6693 8170 | Email: customersupport@tataaig.com
IRDA of India Registration No: 108 | Website: www.tataaig.com | CIN: U85110MH2000PLC128425 | PAN: AABCT3518Q | UIN: TATPAGT21196V022021

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2022-2023				
2022-2023	M.Vijayalakshmi/AP	Naan Muthalvan-Machine Learning	Infosys,Chennai	Rs 1700
2022-2023	K. Saravanan	Naan Muthalvan-Network Engineering	CISCO, Thirunelveli	Rs. 7000
2022-2023	J.Suresh	SCI		10000
2022-2023	K.Mahadevan	IEEE Membership	IEEE	
2022-2023	C.Muthukumarar	IEEE Membership	IEEE	
2022-2023	M.Shiva Shankari	3 ONE-WEEK INTERNATIONAL WORKSHOP ON RF & MICROWAVE COMPONENTS (ONLINE)	VIT AP/IEEE	Rs.300
2022-2023	R. Vanitha	3 ONE-WEEK INTERNATIONAL WORKSHOP ON RF & MICROWAVE COMPONENTS (ONLINE)	VIT AP/IEEE	Rs.300
2022-2023	M.Shiva Shankari	IETE Conference	IETE	Rs.3500
2022-2023	D.R.Rajkumar		SAE INDIA	1298/-

2022-2023	S.Karthik		SAE INDIA	1298/-
2022-2023	A.Shirley Mary Vanitha	Introduction to Film Studies	NPTEL	Rs.1100
2022-2023	A.Shirley Mary Vanitha	One Week Online Training Programme on Text and context in Translation	NIT, TRICHY	Rs.1000
2022-2023	A.Karthicka	One Week Online Training Programme on Text and context in Translation	NIT, TRICHY	Rs.1000
2022-2023	Mr.S Susindhiran AP / Phy	International Faculty Development Programme on Advanced Functional Materials: Energy, Environment and Sustainable Development	SRM -TRP Engineering College	Rs. 100
2022-2023	Dr. M. Helenselvi AP / Phy	International Faculty Development Programme on Advanced Functional Materials: Energy, Environment and Sustainable Development	SRM -TRP Engineering College	Rs. 100
2022-2023	Dr. G Vinotha AP / Phy	International Faculty Development Programme on Advanced Functional Materials: Energy, Environment and Sustainable Development	SRM -TRP Engineering College	Rs. 100

CARE 
COLLEGE OF ENGINEERING

(Approved by AICTE and Affiliated to Anna University, Chennai)
27, Thayanur, Trichy - 620009

DEPARTMENT OF AI&DS

EXPENSES FOR NAAN MUDHALVAN TRAINING

Name of the Staff: M. Vijayalakshmi/AP

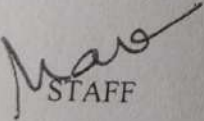
LOCATION:
DATE:

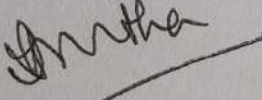
CHENNAI
12/10/22

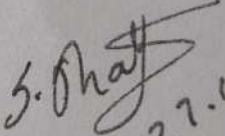
SNO	PARTICULARS	AMOUNT SPENT
1	TRAIN TICKET	1100 ✓
2	REFRESHMENT	200 ✓
3	AUTO FAIR	400 ✓
	TOTAL	1700

TOTAL AMOUNT RECEIVED FROM OFFICE
TOTAL AMOUNT SPENT

1500
1700


STAFF


HOD/AI&DS


PRINCIPAL 27.10.22

CARE College of Engineering
No.:27, Thayanur,
Dindugal Main Road, Trichy.

Payment Voucher

No. : CSOE/22-23/CP/072

Dated : 27-Oct-22

Particulars	Amount
Account : Travelling & Conveyances	1,700.00
Through : Cash	
On Account of : Being cash paid to Ms. Vijayalakshmi. AP. -AI & DS. Expenses made for going to chennai for "Naan Mudhalvan Training". on 12.10.22 (Travelling Expenses)	
Amount (in words) : Indian Rupees One Thousand Seven Hundred Only	
	₹ 1,700.00

Receiver's Signature:

Authorised Signatory

CARE College of Engineering
No.:27, Thayanur,
Dindugal Main Road, Trichy.

Payment Voucher

No. : CSOE/22-23/CP/072

Dated : 27-Oct-22

Particulars	Amount
Account : Travelling & Conveyances	1,700.00
Through : Cash	
On Account of : Being cash paid to Ms. Vijayalakshmi. AP. -AI & DS. Expenses made for going to chennai for "Naan Mudhalvan Training". on 12.10.22 (Travelling Expenses)	
Amount (in words) : Indian Rupees One Thousand Seven Hundred Only	
	₹ 1,700.00

Receiver's Signature:

Authorised Signatory



No.1/17, Ceebros Arcade, 3rd Cross, Kasturba Nagar, Chennai - 600 020. India.
Telefax: 91 - 44-2441 1904 e-mail: ddg@saeindia.org Web : www.saeindia.org

RECEIPT

PAN NO : AADTS3913K
GSTIN : 33AADTS3913K1ZG
PLACE OF SUPPLY : Tamil Nadu TN
SAC : 999512

Receipt NO : INV/2023-24/002304
Receipt Date : 12 Apr 2023

Received with thanks from **Karthik S**

Address **CARE College of Engineering, Tamil Nadu, Trichy**

Towards MemberShip Fee - **Professionals**

MemberShip Number

7230410154

Payment By Offline - 143545

Payment Date

12 Apr 2023

Membership Package Faculty

Membership Fee	1100.00
IGST (18%)	0.00
CGST (9%)	99.00
SGST (9%)	99.00
TOTAL	1298.00

For SAEINDIA

Membership Department

Exam Registration: Payment Successful

External

Inbox



exam@nptel.iitm.ac.in

Fri, Sep 16, 2022,
7:50 AM

to me

Hello A Shirley Mary Vanitha,

Your payment for the following course(s) is successful.

Course	Amount
Introduction to Film Studies	₹ 1100

Here are your transaction details:

Transaction ID	0cb0bdfa7b434ef8bc92b805081e7720
Billdesk Reference	YUR21414975968
Date	16/09/2022 07:47:35 IST
Total Amount	₹ 1100



NATIONAL INSTITUTE OF TECHNOLOGY-TIRUCHIRAPPALLI

Certificate of Participation

This is to certify that Mrs. A. Karthicka, Assistant Professor, CARE College of Engineering has participated in the One Week Online Training Programme titled 'Text and Context in Translation' organised by the Department of Humanities and Social Sciences, NIT Trichy in collaboration with the National Translation Mission and Tamil Nadu Text Book and Educational Services Corporation from 18 July 2022 to 23 July 2022

Dr. V.K. Karthika
(Programme Convener)

Prof. R. Joseph Ponniah
(Co-Convener)

Dr. Tariq Khan
(Officer In-charge, NTM)

Dr. T. Sankara Saravanan
(Joint Director, TNTBESC)



NATIONAL INSTITUTE OF TECHNOLOGY-TIRUCHIRAPPALLI

Certificate of Participation

This is to certify that Mrs. A. Shirley Mary Vanitha, Assistant Professor, CARE College of Engineering, Trichy has participated in the One Week Online Training Programme titled 'Text and Context in Translation' organised by the Department of Humanities and Social Sciences, NIT Trichy in collaboration with the National Translation Mission and Tamil Nadu Text Book and Educational Services Corporation from 18 July 2022 to 23 July 2022

A handwritten signature in black ink, appearing to be 'V.K. Karthika'.

Dr. V.K. Karthika
(Programme Convener)

A handwritten signature in black ink, appearing to be 'R. Joseph Ponniah'.

Prof. R. Joseph Ponniah
(Co-Convener)

A handwritten signature in black ink, appearing to be 'Tariq Khan'.

Dr. Tariq Khan
(Officer In-charge, NTM)

A handwritten signature in black ink, appearing to be 'T. Sankara Saravanan'.

Dr. T. Sankara Saravanan
(Joint Director, TNTBESC)

6th July 2022
Tiruchirappalli

From

A. Shirley Mary Vaidha
Assistant Professor of English
CARE College of Engg.
Tiruchirappalli

To

The Principal
CARE College of Engg.
Tiruchirappalli

Respected madam,

Sub: Registration fee for FDP - reg

This is to inform you that NIT, Taty is organizing a one-week online Training Programme on 'Text and Context Translation' from 18 July 2022 to 23 July 2022. I would like to participate in this FDP for my professional development.

I earnestly seek your approval for my participation in the 6-day training programme and also request you to sanction Rs. 1000/- towards the Registration fee.

Thank &
Recommended
Forwarded
Principal
G.V. 06/07/2022

Approved
S. Shanthi
6.7.22

Yours sincerely,
A. Shirley
6/7/2022

6/7/22
Trichy

From

A. Karthicka
AP/English
Department of Science & Humanities
CARE College of Engineering
Trichy

TO

The principal
CARE College of Engineering
Trichy


Sub: Registration fee for FDP - reg

Respected Madam

I would like to attend a
one week online training programme on
"Text and Context in Translation" which is
going to be held at NIT Trichy from
18th July 2022 to 23rd July 2022. Kindly
Sanction Rs. 1000 towards registration fee
and do the needful.

Thanking you

Yours truly


6/7/22

Recommended
Forwarded
Principal to

G.V. 06/07/2022

Approved

6.7.22

Certificate of Participation

This is to certify that

M.SHIVA SHANKARI

CARE COLLEGE OF ENGINEERING

has successfully participated in the "**3rd ONE-WEEK INTERNATIONAL WORKSHOP ON RF & MICROWAVE COMPONENTS (ONLINE)**" organized by School of Electronics Engineering (SENSE) at VIT-AP University, Amaravati, India during 17th May to 23rd May 2023



Dr. Ravindra Dhuli
Dean, Academic Research
VIT-AP University



Dr. Umakanta Nanda
Dean, SENSE
VIT-AP University



Dr. S. V. Kota Reddy
Vice Chancellor
VIT-AP University

Certificate of Participation

This is to certify that

Vanitha.R

CARE college of Engineering

has successfully participated in the "**3rd ONE-WEEK INTERNATIONAL WORKSHOP ON RF & MICROWAVE COMPONENTS (ONLINE)**" organized by School of Electronics Engineering (SENSE) at VIT-AP University, Amaravati, India during 17th May to 23rd May 2023



Dr. Ravindra Dhuli
Dean, Academic Research
VIT-AP University



Dr. Umakanta Nanda
Dean, SENSE
VIT-AP University



Dr. S. V. Kota Reddy
Vice Chancellor
VIT-AP University



Transaction Alert from State Bank Collect

ExternalInbox**SBCollect** 8 Julto me 

Dear A. Shirley Mary Vanitha ,

Thank you for banking with State Bank of India.

"SB Collect" Txn DUJ3306613 dated 08/07/2022 for Rs. 1000.00 by A. Shirley Mary Vanitha credited to CONFERENCE AND WORKSHOP NIT TRICHY towards HSS FDP 2022 TCT.

Sincerely,

Customer Service Team

State Bank Of India

Alerts Generated On : 08-Jul-2022 06:27
PM

**** This is an auto-generated email. Please
do not reply to this email.****

Roll No:NPTEL21HS68S44480692

To A SHIRLEY MARY VANITHA
NO.98,3RD CROSS,PONNAGAR
TRICHY
TAMILNADU - 620001
PH. NO :9442869033



Duration of NPTEL course: 12 Weeks

No. of weeks of NPTEL Courses	Equivalence of NPTEL course with regular FDP
4	$\frac{1}{2}$ FDP of one week
8	Full FDP of one week
12	$1\frac{1}{2}$ FDP



NPTEL-AICTE Faculty Development Programme

(Funded by the Ministry of HRD, Govt. of India)



This certificate is awarded to

A SHIRLEY MARY VANITHA

for successfully completing the course

History of English Language and Literature

with a consolidated score of **90 %**

Prof. Andrew Thangaraj
NPTEL Coordinator
IIT Madras

(Jul-Oct 2021)

Prof. Dileep N. Malkhede
Advisor-I (Research, Institute & Faculty Development)
All India Council for Technical Education

Roll No: NPTEL21HS68S44480692

To validate and check scores: <http://nptel.ac.in/noc>

The candidate has studied the above course through MOOCs mode, has submitted online assignments and passed proctored exams. This certificate is therefore acceptable for promotions under CAS as per AICTE notifications dated 24th July 2018, similar to other refresher / orientation courses.
F.No. AICTE / RIFD / FDP through MOOCs / 2017-18

C A R E College of Engineering

No.:27, Thayanur,

Dindugal Main Road, Trichy.

Research and Development

Ledger Account

1-Apr-22 to 31-Mar-23

Date	Particulars	Vch Type	Vch No.	Debit
2-Feb-23 To	Indian Bank - C.A/c - 854664709 <i>Being Incentive given for Mech Faculties for Journal Submission, Details Enclosed.</i>	Payment	CCOE/22-23/BP-0609	33500.00
14-Feb-23 To	Indian Bank - C.A/c - 854664709 <i>Being Amount Paid to Dr. Suresh J- HoD, CSE awarded as an incentive for research journal publications "Transaction Emerging Telecommunications Technologies"</i>	Payment	CCOE/22-23/BP-0631	10000.00
7-Mar-23 To	Indian Bank - C.A/c - 854664709 <i>Being Remuneration paid to ECE Staff. As per Research paper publication policy. (7 staff x Rs.2000= 14000) details enclosed. chq no. 287579/ 07.03.23</i>	Payment	CCOE/22-23/BP-0691	14000.00
13-Mar-23 To	Indian Bank - C.A/c - 854664709 <i>Being Remuneration paid to ECE Staff. As per Research paper publication policy. (3 staff x Rs.2000= 6000/- (Ms. vanitha, Ms. shiva shankari & Ms. Jenin) chq no. 289593/13.03.23</i>	Payment	CCOE/22-23/BP-0707	6000.00
				63500.00
By	Closing Balanc			63500.00

C A R E College of Engineering

No.:27, Thayanur,

Dindugal Main Road, Trichy.

Faculty Development Programe Expense

Ledger Account

1-Apr-22 to 31-Mar-23

Date	Vch Type	Vch No.	Debit
3-Jun-22 Cash	Payment	CSOE/21-22/CP-0203	450.00
<i>Being cash paid to Dr. Gobalakrishnan. B. - Mech. Registration fee for Attending the conference. at S.A Engineering college on 04.04.22.</i>			
7-Jul-22 Cash	Payment	CSOE/21-22/CP-0307	2000.00
<i>Being Cash given Mrs. Karthicka - AP & Mrs. Shirley Mary Vanitha - AP for FDP Reg Fee @ NIT</i>			
29-Jul-22 Cash	Payment	CSOE/22-23/CP/386	1298.00
<i>Being cash paid to Mr. R. Anand - Maths. He Attend FDP Programme at Chennai - NITTR. Registration paid.</i>			
24-Aug-22 Cash	Payment	CSOE/22-23/CP/0476	5000.00
<i>Being cash paid to Mr.Alex, Assoicate Professor -St. Joseph college.- Resource person. FDP for Engg staff conducted on 05.08.22</i>			
9-Sep-22 Cash	Payment	CSOE/22-23/CP/0524	1298.00
<i>Being cash paid to Ms. Nirmala Devi - Maths.She Attend FDP Programme at Chennai - NITTR. Registration paid. (Online - 1 week from 27.7.22).</i>			
9-Dec-22 ECE Dept. Fund	Journal	1737	6000.00
<i>Being Guest Speaker remuneration paid for STTP Programme. on 05.12.22 & 06.12.22 (Remuneration transfer from Ms. Shivasankari -AP..ECE Account) Registration Fee. Rs.14350/- Less Guest remuneration Rs.6000/- Balance Rs.8350/- ind dept fund.</i>			
4-Jan-23 Indian Bank - C.A/c - 854664709	Payment	CCOE/22-23/BP-0544	13375.00
<i>Being Honorarium paid to Dr. Santhy. K. for 5 Days FDP on Exploring Research Using SEM and XRD. From 19.12.22 to 23.12.22.</i>			
			29421.00
Closing Balanc			
			29421.00

INDIAN BANK						
Value Date	Post Date	Remitter Branch	Description	Cheque No	Debit Amount	Credit Amount
02/02/2023	02/02/2023	TIRUCHIRAPALLI CANTONMENT	CAS SINGLE 00289406 SALARY JAN 2023		33500	
14/02/2023	14/02/2023	TIRUCHIRAPALLI CANTONMENT	CHEQUE WDL 00289422 TRF TRANSFER TO 740431081 /J. SURESH		10000	
07/03/2023	07/03/2023	TIRUCHIRAPALLI CANTONMENT	CAS SINGLE 00289579 4 ACCOUNTS		14000	
14/03/2023	14/03/2023	TIRUCHIRAPALLI CANTONMENT	CAS SINGLE 00289593 ECS		6000	
SBI						
Txn Date	Value Date	Description	Ref No./Cheque No.	Branch Code	Debit	Credit
12/4/2023	12/4/2023	CHQ TRANSFER-NEFT UTR NO: SBIN223102774553--325427 GOBALAKRISHNAN	/ 325427 GOBALAKRISHNAN	15419	10000	
6/6/2023	6/6/2023	TO TRANSFER-INB NEFT UTR NO: SBIN323157843424--Vanitha R	NEFT INB: AOJG444265 TRANSFER TO 4697153044301 / Vanitha R	99922	300	
6/6/2023	6/6/2023	TO TRANSFER-INB NEFT UTR NO: SBIN323157843428--Deepalakshmi R	NEFT INB: AOJG445833 TRANSFER TO 4697157044307 / Deepalakshmi R	99922	1100	
6/6/2023	6/6/2023	TO TRANSFER-CMP CARE COLLEGE OF ENGINEERING--	CMP0000000664505588AOJG445831 TRANSFER TO 41488289308 Miss. BANU	99922	5000	
6/6/2023	6/6/2023	TO TRANSFER-CMP CARE COLLEGE OF ENGINEERING--	CMP0000000664503486AOJG444263 TRANSFER TO 41488289308 Miss. BANU	99922	5000	
6/6/2023	6/6/2023	TO TRANSFER-INB NEFT UTR NO: SBIN323157848534--Shiva shankari M	NEFT INB: AOJG445832 TRANSFER TO 3199302044302 / Shiva shankari M	99922	3500	
6/6/2023	6/6/2023	TO TRANSFER-INB NEFT UTR NO: SBIN323157848535--Rajkumar D R	NEFT INB: AOJG445834 TRANSFER TO 4697153044301 / Rajkumar D R	99922	600	
6/6/2023	6/6/2023	TO TRANSFER-INB NEFT UTR NO: SBIN323157847606--Rajkumar D R	NEFT INB: AOJG444266 TRANSFER TO 4899157044304 / Rajkumar D R	99922	200	
6/6/2023	6/6/2023	TO TRANSFER-INB NEFT UTR NO: SBIN323157927716--Shiva shankari M	NEFT INB: AOJG444264 TRANSFER TO 3197942044308 / Shiva shankari M	99922	300	

From

8.5.23

Trichy

M. Shiva Shankari
Assistant professor
CARE college of Engineering
Trichy

To The Principal
CARE college of Engineering
Trichy

Sub: Request for financial assistance
for conference-req

Respected mam,

I had attended the IETE (IICI-23) conference on 5.5.2023, at Bangalore. I hereby request you to provide the financial assistance as per norms. Herewith I, have attached the supporting documents for your kind reference.

Thanking you,

Yours faithfully

Shiva Shankari

Stt

Conference

Rs. 3500/-

23

Sanction the financial
assistance as per norms

J. Jayan

8/5/23

1 Person - Rs. 900

TO IETE IIC12018 CONFERENCE

₹4,000

IETE conference SHIVA
Shankari

Completed • 25 April 2023 at 19:31

Indian Bank 8401

UPI transaction ID
3113 542 708693

To: IETE IIC12018 CONFERENCE
iete@bangalore@sbi

From: Mr. Shivashankari M (Indian Bank)
shivashankari.ms_ece@okhrcbank
Google Transaction ID
C1CA9JC1YE-ubg

G Pay

Payment Details		Merchant Name	Merchant ID
Payment ID	3113 542 708693		
Payment Method	UPI		
Payment Amount	₹4,000.00		
Payment Date	25/04/2023 19:31		
Payment Status	Completed		

conference Reg fee - Rs. 4000/-

Travel Expenses → Trichy to Bangalore - Rs 900

(Rs. 1950/-) → Bangalore to Trichy - Rs 1050

Rs. 1950/-

Total Expenditure - 4000

1950

5950

3500/-

Inference.

Pr Roper
→ Next page

From

Dr.J.Suresh,
HoD-CSE,
CARE College of Engineering,
Trichy.

Trichy

02.02.2023

To

The Principal through Dean and Research Coordinator,
CARE College of Engineering,
Trichy.

Respected Madam,

SUB: Claim-Research incentives as per HR Research Policy – reg

I have published research journal of Title "Block chain fostered cycle-consistent generative adversarial network framework espoused intrusion detection for protecting IoT network" in Transactions on Emerging Telecommunications Technologies / Volume 33, Issue 11 / e with the index of **SCIE and Anna University Annexure 1.**

In this journal I contributed for creating a 3-level privacy model which is used to protecting the IOT devices. The first level is Block chain-based privacy detection and the second level is CCGAN and the third level is classification.

Here I attached the evidence for published the journal, SCIE indexing with impact factor and Anna University annexure list for your verification. So kindly provide me the Research Incentive as per our HR Research policy.

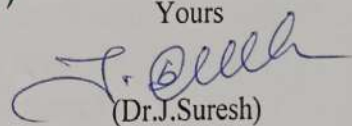
Thank you.

Rs. 10,000/-

Approved

S. Manoj
9.2.23

Yours



(Dr.J.Suresh)

To
The Principal,
The publication has verified with
AU Annexure list. But this
was published in AY 2021-22.
I am forwarding to your kind
review.

RT
6/2/2023

To principal,
verified, but
published June 2022
otherwise it is
eligible to claim
Rs 10000/- as per
Research policy
Gopinath
8/2/23

From,
Dr.D.R.Rajkumar,
Associate Professor,
Department of Mechanical Engineering,
CARE College of Engineering,
Trichy-620 009.

18-01-2023

To,
The PRINCIPAL,
CARE College of Engineering,
Trichy-620 009.

Sub: Research Incentive- Journal Publication- Annexure I - SCIE- reg.,

Madam,

The paper titled "Effect of crack and vibration of waste tyre rubber hybrid composite for energy absorption applications"(2023) has been published in Progress in Rubber, Plastics and Recycling Technology. This journal is listed in **Anna University Annexure I with an impact factor of 2.171 and Print-ISSN:1477-7606 and E-ISSN:1478-2413. This journal has SCIE indexing.**

This paper presents the utilization of waste rubber and ceramic materials for vibration applications to absorb energy at high frequencies.

I would like to submit my proposal to claim incentive as per CARE Research policy. The necessary documents and original submitted research paper are attached for your reference.

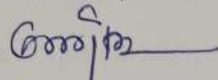
Place: CARE

Date: 18-01-2023

Enclosures:

- 1) Paper online link <https://journals.sagepub.com/home/prp>
- 2) Journal Indexing proof
- 3) Original research paper(hard copy)

Yours Truly


[Dr. D. R. RAJKUMAR]

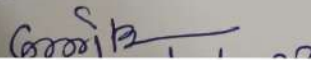
SCIE Index
Publication.

Reference
28/1/23

Recommended and forwarded
to Principal

to claim incentive Rs 10,000/- As Per

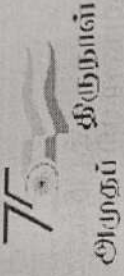
CARE RESEARCH Policy.





CENTRE FOR RESEARCH

Anna University, Chennai - 600 025.



"சோதனை கடந்து சுதந்திரம் அடைந்தோம்;
சாதினை புரிந்து சரித்திரம் படைப்போம்."



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Journal List

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Common for all registered Ph.D. scholars irrespective of the time of their registration

SLNo	Full Journal Title	Print-ISSN	E-ISSN	Publisher	Country
6577	PROGRESS IN RUBBER PLASTICS AND RECYCLING TECHNOLOGY	1477-7606	1478-2413	SAGE PUBLICATIONS LTD	ENGLAND

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