


IG/Admn.(G)/Not.2026/335
Jan. 15, 2026

NOTIFICATION

Sub: Policy document on Welfare Measures at IGNOU

The Board of Management of the University in its 163rd meeting held on 27.11.2025 (vide Res.BM 163.35.2) approved the Policy document on Welfare Measures at IGNOU developed by a committee involving teachers, academics and administrative staff to ensure continued compliance with regulatory requirements and to strengthen the institutional framework of the University.

A copy of the aforesaid policy document is enclosed at **Annexure** for reference.


(Jitendra Kumar Srivastava)
Registrar (Admn.)

To:

- (i) All the Directors of Schools/Heads of Divisions/Centres/Units
- (ii) AR, VCO
- (iii) PS to Registrar (Admn.)

POLICY ON WELFARE MEASURES AT IGNOU

**Indira Gandhi National Open University
New Delhi - 110068**

“शिक्षा मानव को बन्धनों से मुक्त करती है आज के युग में तो यह लोकतन्त्र की भावना का आधार भी है। जन्म तथा अन्य कारणों से उत्पन्न जाति एवं वर्गगत विषमताओं को दूर करते हुए मनुष्य को इन सबसे ऊपर उठाती है।”

— इन्दिरा गाँधी

"Education is liberating force, and in our age it is also democratising force, cutting across the barriers of caste and class, smoothing out inequalities imposed by birth and other circumstances."

- Indira Gandhi

POLICY ON WELFARE MEASURES AT IGNOU

**Indira Gandhi National Open University
New Delhi - 110068**

Preparation Team



Dr. Deepthi S. Nair
DR, Legal Cell



Dr. Anushree Tiwari
AR, Legal Cell



Dr. S.K. Mishra
Addl. Director, SED



Dr. Navita Abrol
DD, CIQA



Dr. Chaithra N R
Asst. Prof., SOA



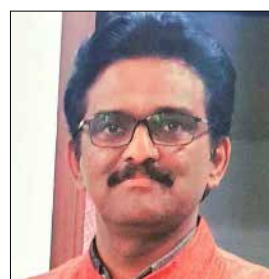
Dr. Ranjita Panda
Addl. Director, RSD



Prof. Manjulika Srivastava
OSD, CIQA



Dr. S.K. Pulist, Addl.
Director, CIQA



Dr. S.P. Rout
DR, Admin. Division

Print Production

Mr. Tilak Raj (Assistant Registrar), MPDD, IGNOU, New Delhi

September, 2025

© Indira Gandhi National Open University, 2025

ISBN: 978-93-6106-084-7

Disclaimer:

All rights reserved. No part of this work may be reproduced in any form, by mimeograph or any other means, without permission in writing from the Copyright holder.

Printed and published on behalf of Indira Gandhi National Open University, New Delhi.

Printed at: M/s Royal Offset Printers, A-89/1, Naraina Industrial Area, Phase-I, New Delhi 110028.

Foreword

The Indira Gandhi National Open University (IGNOU), as a national resource institution in the field of Open and Distance Learning (ODL), has consistently striven to uphold values of equity and inclusiveness in every aspect of its functioning. As the world's largest Open University, IGNOU not only plays a pivotal role in democratizing education but also recognizes the vital importance of fostering the well-being and holistic development of its employees, both academic and non-academic who are the backbone of this institution.



In alignment with our mission and core values, the 'Policy on Welfare Measures at IGNOU' has been formulated to institutionalize and strengthen various support systems and facilities aimed at enhancing the quality of work life, professional engagement, and personal well-being of our employees. The policy reflects our enduring commitment to creating a responsive and inclusive work environment that promotes dignity, security, and a sense of belonging.

The welfare measures encompassed in this policy, ranging from healthcare and housing to childcare, transport, recreational and other enabling facilities, are not merely provisions but affirmations of the University's care for its human capital. In providing such support, IGNOU acknowledges that the success of any academic institution is deeply linked to the physical, emotional, and social well-being of its workforce.

I commend the efforts of the team involved in developing this comprehensive policy framework, guided by principles of transparency, equity, and sustainability. It is my sincere hope that this policy serves not only as a guide for current practices but also as a dynamic document that evolves with the changing needs of our academic community.

Let this policy be a testament to IGNOU's vision of nurturing an institutional culture that is compassionate, supportive, and forward-looking.

Prof. Uma Kanjilal
Vice Chancellor
Indira Gandhi National Open University

Acknowledgment



In alignment with the strategic objectives of the Indira Gandhi National Open University (IGNOU), and in view of its continued commitment to institutional excellence, the Centre for Internal Quality Assurance (CIQA) undertook the task of developing a comprehensive calendar of activities to guide and support preparations for the second cycle of NAAC accreditation and the NIRF 2026 ranking process. These activities were designed to address critical domains, including NAAC-related documentation and data validation, National Education Policy (NEP) 2020 implementation, data capturing and analysis for the National Institutional Ranking Framework (NIRF), and the development of Standard Operating Procedures (SOPs), policy documents and best practices to streamline internal processes and ensure compliance with national quality benchmarks.

To accomplish this multifaceted undertaking in a time-bound and systematic manner, the Hon'ble Vice Chancellor constituted a series of committees comprising academic and administrative professionals from across the University. Each committee was entrusted with a specific thematic area, with the responsibility of planning, preparing, and reviewing documentation and institutional practices in accordance with the evolving frameworks of quality assurance and regulatory expectations.

The CIQA sincerely acknowledges and appreciates the outstanding commitment, scholarly engagement, and collaborative spirit demonstrated by all committee members. Their meticulous attention to detail, academic rigour, and deep understanding of the institutional processes were critical to the successful preparation of comprehensive and credible documentation in support of the University's goals. The committee members undertook additional responsibilities beyond their regular duties, working diligently to collate data, contribute to narrative reports, validate evidence, and ensure alignment with national quality parameters.

The committees' collective efforts have greatly strengthened the University's internal quality systems and have contributed meaningfully to projecting IGNOU's distinct status as a national resource in the field of open and distance and online education. Their work reflects not only professional excellence but also a shared vision of advancing IGNOU's mission of inclusive and quality higher education across the country and beyond. CIQA acknowledges the contribution of the Legal Cell, working under Administration Division, for compiling the necessary information which helped in completing the document.

CIQA places on record its deep gratitude to the Hon'ble Vice Chancellor for her support, insightful leadership and guidance. Above all, CIQA extends its heartfelt thanks to each member of the preparation team for their valuable contributions, without which the timely completion of this critical institutional endeavour would not have been possible.

Prof. Vijayakumar P.

Director, CIQA

Indira Gandhi National Open University

POLICY ON WELFARE MEASURES AT IGNOU

(Approved by the Board of Management in its meeting held on..... vide Resolution....)

(Under Clause (3) of Statute 7 of Statutes of the IGNOU Act, 1985)

In exercise of the powers conferred by Sections 17 of IGNOU Act, 1985 and Clause (3) of Statute 7 of Statutes of the University, the Board of Management of the Indira Gandhi National Open University adopts the following Policy on Welfare Measures at IGNOU:

PART I PRELIMINARY

1. Short Title, Application and Commencement

- 1.1 This document may be called the 'POLICY ON WELFARE MEASURES'.
- 1.2 The University Policy on Welfare Measure is designed to support the physical, mental, emotional and social well-being of IGNOU employees. The policy encompasses a range of initiatives aiming to create a conducive environment for professional and personal growth.
- 1.3 **Definitions:**

Administration Division: The nodal office of the University responsible for the implementation of the Welfare Policy, including oversight of related measures and coordination with relevant units.

Bank Facility: An on-campus branch of a nationalized bank at IGNOU Headquarters providing financial services such as salary disbursement, withdrawals, deposits, account management, and 24x7 ATM access for employees, learners, visitors, and stakeholders.

Clean and Hygienic Environment with Basic Amenities: Maintenance of a green, clean, and safe campus environment equipped with facilities such as safe drinking water, canteen, clean restrooms, shopping complex, parks, playgrounds, and sanitation/waste disposal systems.

Crèche Facility: A safe, well-equipped childcare service for employees' children aged 6 months to 9 years, offering supervision, learning, and recreational activities during working hours.

Cultural Activities: Events such as music, drama, literary competitions, and festivals organized by the University to promote cultural engagement among employees.

Empanelled Hospital: Hospitals formally affiliated with IGNOU for providing medical services to its employees at agreed rates.

Employee: All categories of staff working at IGNOU Headquarters and Regional Centres, including academic, administrative, technical, secretarial, and support staff.

Employees Welfare Fund (EWF): A fund providing non-refundable financial assistance to full-time regular employees in distress due to emergencies such as serious illness, disability, death, or natural calamities, managed by a designated committee.

Framework: The structured and coordinated set of guidelines for planning, implementing, monitoring, and evaluating employee welfare initiatives across the University.

Guest House: University-operated boarding and lodging facility for official guests, visiting academics, researchers, and other eligible persons, offering comfortable accommodation and catering services at subsidized rates.

Headquarters: The main campus of Indira Gandhi National Open University located in New Delhi.

Healthcare Facilities: Medical support systems at IGNOU Headquarters and through empanelled hospitals across India, including free consultancy, diagnostic facilities, emergency care, reimbursement provisions, and preventive health programmes.

Holistic Well-being: An integrated approach to employee health, including physical, emotional, social, and mental aspects.

Housing Facility: Residential accommodation provided by the University to employees, equipped with essential amenities to enhance quality of life, following transparent allotment procedures.

Implementation: The process of executing the provisions of the Welfare Policy under the supervision of the Administration Division, with support from all University departments and the Employees' Welfare Committee.

Mental Health: A state of well-being in which employees can cope with workplace stress, function productively, and contribute to the University's goals; supported through awareness programmes and counselling.

Mental Health Initiatives: Programmes and activities organized by the University to promote psychological well-being, reduce stigma, and provide support for stress management, emotional resilience, and mental health literacy.

Post Office: An on-campus postal facility offering services such as mail, speed post, registered post, money orders, and postal savings schemes, supporting University communication needs and serving employees' personal requirements.

Recreation Facilities: Access to sports complexes, gymnasiums, yoga centres, cultural clubs, and creative activity spaces, along with organized health, wellness, and nature-based programmes to promote employee well-being.

Regional Centres: Decentralized units of IGNOU established across India to facilitate learner support and administration

Review: The periodic evaluation and revision of the Welfare Policy to ensure alignment with government regulations and University priorities, subject to approval by the Competent Authority.

Safe and Hygienic Environment: Clean, well-maintained surroundings equipped with restrooms, safe drinking water, canteens, and sanitation systems across the campus.

Security Services: Measures to ensure campus safety, including deployment of trained security personnel, CCTV surveillance, and monitoring at Headquarters and Regional Centres.

Sports and Cultural Activities: University-organized events and programmes that encourage employee participation in sports, arts, and cultural performances, fostering community spirit and creativity.

Support Services: Services and infrastructure provided to assist employees in their personal and professional needs, including child care, healthcare, housing, and transport.

Transport Facility: University-provided commuting services such as free shuttle buses within campus and transportation for wards attending nearby schools, with an emphasis on eco-friendly options.

Welfare Committee: A formally constituted body comprising representatives from various staff categories, tasked with monitoring and recommending welfare measures.

Welfare Measures: The range of initiatives and facilities offered by the University to support employees' physical, mental, emotional, and social well-being, including housing, healthcare, recreation, security, and other support services.

Welfare Policy: The formal document outlining IGNOU's commitment, objectives, and measures to promote the well-being of employees, implemented through structured and coordinated action.

Work-Life Balance: The equilibrium between professional responsibilities and personal life, supported through measures like child care, recreation, and health services.

PART II

PREAMBLE

2. This Policy has been framed to ensure the physical, mental, professional, emotional, and social well-being of all the employees of the University *viz.* administrators, teachers, academics, administrative, technical and secretarial staff posted at Headquarters and Regional Centres. Welfare measures at IGNOU encompass a wide range of areas including, but not limited to, healthcare facilities, housing, childcare, recreation, transportation etc. The policy aligns with norms and guidelines concerning the welfare of employees keeping in view its robust network and employee base.

PART III

PURPOSE OF THE POLICY

3. By formalizing this policy, IGNOU reaffirms its institutional commitment to fostering a healthy and supportive work culture that upholds the dignity and rights of every employee. This policy shall serve as a framework for planning, implementing, monitoring, and evaluating

welfare initiatives across the University ecosystem in a structured and coordinated manner. This policy aims to promote a work environment that is safe, supportive, equitable, and conducive to personal and professional growth. IGNOU recognizes that employee welfare is integral to institutional performance, employee satisfaction, and sustained commitment to the University's mission of providing inclusive and quality education through open and distance and online learning.

This policy is designed to:

- Provide clarity and uniformity in the implementation of welfare schemes and facilities across all constituent units of the University at headquarters and IGNOU Regional Centres.
- Promote the physical, mental, and emotional well-being of employees through appropriate healthcare, recreational, and support services.
- Facilitate a work-life balance through provisions such as child care, housing support, transport facilities, health care etc.
- Enable continuous improvement in welfare practices through feedback, review mechanisms, and alignment with evolving institutional and national priorities.

PART IV

WELFARE MEASURES

4. IGNOU's policy on welfare measures serves as an intent which is committed to promote the well-being of its employees and their dependents by providing a range of welfare measures that contribute to a safe, healthy, and supportive environment. These measures aim to enhance work-life balance, reduce stress, and support the physical, emotional, and social needs of its employees.

The welfare measures may include the following:

- 4.1 **Housing Facility:** The University shall provide housing to its employees, recognizing the importance of proximity to work, comfortable living conditions for its workforce, security and improved quality of life. IGNOU should have residential campus(es) with basic amenities designed to enhance the quality of life like parks, playgrounds, a shopping complex, security, maintenance etc. catering to different levels of staff viz. academic, administrative, technical, and secretarial staff, following transparent procedures for house allotment.
- 4.2 **Healthcare Facilities:** The University should have basic Health Care facility at its headquarters that offers free medical consultancy services to its employees, their dependents and retired employees, reflecting its commitment to employee welfare and holistic well-being. The Health Care facility shall include a panel of reputed and experienced doctors from various medical streams such as Allopathy, Homeopathy, Ayurveda etc., thereby providing a comprehensive

healthcare. It shall have adequate support staff including one female nurse on duty. At least one doctor and nurse should be present at Healthcare facility during the working hours of the University. There should be provision of doctor on call 24x7 for the residents of University Residential Campus. An ambulance service should also be available 24x7. In addition to clinical consultations, the Health Care facility should be equipped with first-aid treatment, vaccination, sanitary napkin dispenser and a sample collection facility for diagnostic tests, enabling early detection and treatment of health issues. Emergency provisions such as antivenom, anti-rabies, oxygen cylinders etc. should also be available in the Health Care facility. Also, there shall be a doctor on call for the benefit of the IGNOU employees.

The University shall have medical scheme designed to provide healthcare benefits to its employees, their dependents and retired employees. The Scheme shall facilitate access to medical services at empanelled hospitals and diagnostic centres across India, with treatments and investigations covered at rates aligned with Government Health Schemes or at discounted rates negotiated by the University.

IGNOU should have a comprehensive network of empanelled hospitals across India to extend quality healthcare services to its employees, their dependents, and retired employees. These hospitals shall offer both out-patient (OPD) and in-patient (IPD) care at rates that align with the Central Government Health Scheme (CGHS) or at discounted rates specially negotiated by the University. In collaboration with reputed healthcare institutions nationwide, IGNOU shall ensure accessible and affordable medical services for its beneficiaries. The University shall also facilitate medical expense reimbursement for all eligible employees, their dependents and the retired employees when treatment is availed. The University shall review and revise the consultation charges, room rents, ICU tariffs etc., as per the guidelines issued by the Government of India from time to time.

Periodic health check-up camps, and awareness drives on preventive health care, healthy diet, lifestyle diseases and mental health shall be organized, to promote a culture of health and wellbeing of its employees. These initiatives will help in fostering a healthy work environment and supporting the overall productivity and morale of university staff.

4.3 Clean and Hygienic Environment with Basic Amenities: The University shall maintain a green, clean and hygienic environment at headquarters and Regional Centres, ensuring health, safety and wellbeing of its employees. University campus shall have the following amenities:

- **Safe drinking water:** Facility of safe drinking water shall be provided at all buildings in the campus. The water tanks, water coolers, water purifiers etc. shall be serviced regularly.
- **Canteen:** The University shall have canteen facilities at various location on its campus, to cater to the needs of its employees.
- **Clean Restrooms:** Offices in the university shall be equipped with separate rest rooms for male, female and Persons with Disabilities (PwD). The restrooms shall have hand washing facilities with soap dispenser, drying options, mirror etc. Regular cleaning and sanitation shall be ensured.

- **Shopping Complex:** Residential campus shall have shopping complex for providing essential items such as grocery, vegetables, dairy products etc. The shopping complex area may have ATM facility.
- **Parks and Play Ground:** The University campus shall have playgrounds and open spaces for outdoor sports and recreational activities. These spaces shall also be utilized for events and fitness programmes organized by the university. The campus shall have open landscape, including parks and community areas, which shall contribute to green and eco-friendly atmosphere.
- **Sanitation and Waste Disposal Systems:** Initiatives shall be taken to promote effective sanitation and waste disposal on the university campus, for ensuring health and well-being of its employees and their families. Some of the initiatives such as ban on recycled plastic, rain water harvesting, sewage water treatment plant, recycling of sewage water, shall promote the clean and hygienic campus.

- 4.4 **Crèche Facility:** The University shall offer *Crèche* facility to support its employees by providing a safe and nurturing environment for their children of age between 6 months and 9 years during working hours. IGNOU *Crèche* shall be equipped with all the necessary amenities like CCTV surveillance, air-conditioned rooms, library for kids, separate sleeping room, dining space, changing area, washrooms, clean drinking water and separate indoor and outdoor play area etc. IGNOU *Crèche* shall be staffed by trained care taker and babysitters/helpers to take care of children. The *Crèche* staff should maintain a healthy routine by making time slots for various learning and recreational activities. The staff at *Crèche* shall provide a safe, secure and healthy environment to the children of employees so that they can continue to work without any worries about the wellbeing of their child.
- 4.5 **Guest House:** University should have Guest House(s) to provide hospitable and comfortable boarding and lodging facilities for official guests, visiting teachers and academics, visiting dignitaries, examiners, research scholars, IGNOU employees and other guests at subsidized rates and it shall also provide catering services to employees on subsidized rates for their personal functions. It shall have air-conditioned rooms with furnished bathrooms and basic amenities, dining area and a lounge for informal meetings and interactions. Accommodation shall be allotted based on prior booking through the concerned School/ Division/Centre/Institute/ Unit/Cell, and employees subject to availability and as per the University norms. Preference shall be given to official guests visiting the University for academic or administrative purposes. The Guest House shall operate under the supervision of the Administration Division, and maintenance shall be overseen by designated staff to ensure cleanliness and efficiency.
- 4.6 **Transport Facility:** To facilitate easy commuting within the campus, free shuttle bus service shall be provided for the employees and their families, learners and visitors operating from major nodal points. The University shall also offer transport facilities for the wards attending Kendriya Vidyalaya (KV) located in the JNU campus. Efforts shall be made to introduce electric transport or eco-friendly vehicles for shuttle services within the campus. The transport facility shall be managed by the Administration Division in coordination with the Security Department, and shall operate during working days as per scheduled timings.

4.7 **Security Services:** IGNOU should maintain round-the-clock security across its campuses to ensure a safe and secure environment for its stakeholders. A professional security workforce (outsourced) shall be deployed in strategic locations, including the main campus and also the Regional Centres, to monitor and manage campus safety efficiently. The University shall employ a combination of physical security personnel and modern surveillance systems, such as CCTV cameras, to prevent unauthorized access or activities. Special attention shall be given for ensuring a secure environment during public events.

4.8 **Employees Welfare Fund (EWF):** Employees Welfare fund in the University shall be instituted for providing financial support to the needy employees in times of distress. Key objectives of the EWF shall include:

- Providing financial assistance to employees or their families in case of medical emergencies, critical illness, or distress.
- Offering support during unforeseen personal or family crises.
- Promoting staff welfare through organization of recreational, cultural, and community-building activities.

The financial assistance provided from this fund is non-refundable and can be paid only once for one event/cause to one employee. For serious illness second time assistance can be considered by the Managing Committee. The EWF is meant to provide financial assistance to the full-time regular employees of the University in the event of:

- Death of the employee
- Serious illness/accident of the employee or their family members.
- Permanent disability of the employee only.
- Natural calamities like fire, flood, earthquake etc. affecting the employees and their families.
- Any other event considered worthy of assistance by the Managing Committee.

The Fund shall be managed in accordance with approved guidelines and shall be overseen by a duly constituted committee comprising representatives from various categories of staff. The EWF shall operate primarily through voluntary contributions from employees and institutional support, and shall be governed by principles of transparency, equity, and accountability.

Applications for assistance under the EWF shall be considered on merit, subject to the availability of funds and recommendations of the Welfare Committee.

4.9 **Mental Health:** Recognizing the critical importance of mental well-being in the workplace, IGNOU is committed to fostering a supportive and psychologically healthy environment for its employees. The University acknowledges that mental health is integral to overall employee wellness and productivity, and it strives to create awareness, reduce stigma, and promote access to support systems. There should be a Counselling Cell with at least one clinical psychologist and helper. It will serve as a dedicated support system to promote and safeguard the psychological well-being of all employees *viz.* academic, administrative, technical, and support staff posted at Headquarters, Regional Centres, and other units of the University.

Its functions shall include:

- Conducting awareness programmes, workshops, and seminars on topics such as stress management, emotional resilience, work-life balance, and positive mental health practices.
- Circulating educational materials, newsletters, and online resources to enhance understanding of mental health issues and reduce stigma.
- Observing World Mental Health Day and other relevant occasions through activities that promote well-being.
- Offering confidential, one-on-one counselling sessions for employees facing emotional, psychological, or work-related challenges.
- Facilitating group counselling and peer-support sessions to foster a sense of community and mutual support.
- Providing referral services to qualified mental health professionals when specialised intervention is required.
- Setting up mechanisms to identify early signs of stress, burnout, or psychological distress among employees.
- Creating a safe and non-judgmental reporting system for employees to seek help.
- Taking proactive measures to intervene at early stages to prevent escalation of mental health issues.
- Collaborating with relevant departments to promote healthy workplace practices, such as flexible working arrangements, ergonomic workspaces, and reasonable workloads.
- Encouraging mindfulness practices, yoga, and relaxation techniques as part of workplace wellness programmes.
- Facilitating recreational and cultural activities to improve overall morale and team bonding.
- Maintaining anonymous records of services rendered for statistical and policy improvement purposes.
- Conducting periodic employee surveys to assess mental health needs and the effectiveness of services.
- Submitting annual reports to the university administration with recommendations for enhancing mental health initiatives.

To this end, IGNOU should undertake several initiatives aimed at promoting mental health among its staff. These may include the organization of seminars, workshops, and awareness campaigns focused on stress management, emotional resilience, work-life balance, and mental health literacy. Such programmes should be conducted in collaboration with experts in the field of psychology, psychiatry, and mental health counselling.

- 4.10 **Post Office:** As part of its commitment to employee welfare and convenience, IGNOU shall house a Post Office within its main campus at its Headquarters as it shall play a vital role in supporting the University's IGNOU's nationwide communication requirements administrative and academic functions by enabling efficient communication, particularly for a national distance learning institution like IGNOU that maintains a wide outreach across the

country and beyond. The presence of the Post Office within the campus shall ensure timely and convenient dispatch of study materials to the IGNOU learners dispersed throughout the length and breadth of the country.

The Post Office that offers a comprehensive range of services, including mailing of letters and parcels, speed post, registered post, money orders, and postal savings schemes. It also facilitates the sale of postal stationery and stamps. These services shall be useful for employees and other stakeholders to manage their personal and professional postal needs without having to leave the campus during working hours. providing accessible public services to its employees and other stakeholders.

- 4.11 **Bank:** To facilitate easy access to banking services, the University shall provide an on-campus branch of a nationalized bank at its HQs. This facility will enable employees to carry out a wide range of financial transactions such as salary disbursement, withdrawals, deposits, account management, and other banking services without having to leave the campus during working hours.

The proximity of the bank enhances convenience, saves time, and supports efficient financial management for employees. It also caters to the needs of IGNOU learners, visitors, and other stakeholders who require banking services while on campus. The bank facility shall operate during standard working hours and provide ATM services for 24x7 cash withdrawal and related transactions.

- 4.12 **Sports & Cultural Activities:** Recognising the importance of recreation, fitness, and cultural enrichment in enhancing employee well-being, the University shall actively promote participation in sports and cultural activities as part of its welfare measures. The University believes that such initiatives contribute to the holistic development of employees, encourage team spirit, and foster a sense of belonging within the IGNOU community.

To this end, IGNOU shall facilitate various sports and cultural programmes for its employees throughout the year. Adequate space is available within the campus for outdoor and indoor sports activities, and the University shall encourage the formation of staff teams for friendly matches, tournaments, and inter-departmental competitions. In addition, cultural programmes, such as music, dance, drama, literary events, and exhibitions shall be organized on special occasions, festivals, and commemorative days.

Employees shall be encouraged to showcase their talents, engage in creative pursuits, and participate in cultural performances during institutional events such as the Foundation Day, Independence Day, Republic Day, and other celebrations. These activities shall provide opportunities for relaxation, creativity, and strengthening interpersonal bonds among colleagues.

The University shall support these initiatives by providing necessary facilities, logistical arrangements, and, where feasible, financial assistance for organizing events.

- 4.13 **Recreational Facilities:** The University shall be committed to promoting the well-being, morale, and holistic development of its employees by providing access to a range of recreational facilities as an integral component of its welfare policy. These facilities shall aim at fostering a healthy work-life balance, encouraging physical fitness, enhancing mental wellness, and nurturing a sense of community among employees.

Recreational provisions shall include access to sports complexes, gymnasiums, yoga and meditation centres, indoor and outdoor games, cultural clubs, and facilities for music, art, and other creative pursuits.

PART V IMPLEMENTATION

5. The Administration Division shall serve as the nodal office responsible for the implementation of this policy. All 'constituent units of the University' shall actively support and coordinate efforts to ensure the effective execution of the policy measures.

PART VI REVIEW

6. This policy shall be reviewed periodically, or as necessary, to remain aligned with prevailing government regulations and the evolving priorities of the University. Any amendments shall be subject to approval by the Competent Authority.

NOTES

NOTES

[illegible]



