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ONE EARTH • ONE FAMILY • ONE FUTURE

OFFICE OF THE DIRECTOR/PRINCIPAL
GOVT. COLLEGE OF PHARMACY, ROHRU
Tehsil Rohru, District Shimla, Himachal Pradesh- 171 207
(NAAC B++ Accredited and ISO 9001:2015 Certified Institute)
Recognized by PCI; Approved by AICTE, New Delhi; Affiliated to HPTU, Hamirpur
Ph. No. 01781 - 241306; E-mail: gcprohru@gmail.com; web: www.gcprohru.ac.in

6.3 Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Supporting Documents

Kindly find below the attached documents for the required information for the assessment period authenticated by the Director/ Principal on the letterhead of HEI.


Director/Principal
Govt. College of Pharmacy Rohru
Disstt. Shimla HP-171207



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6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff.

The Govt. College of Pharmacy, Rohru follows the leave rules and regulations as prescribed by the Govt. of Himachal Pradesh

Link for the Leave Rules:

https://himachal.nic.in/WriteReadData/1892s/15_1892s/215984349Leave%20Rules.pdf

Link for the status related to Pension and Gratuity:

https://himachal.nic.in/index1.php?lang=1&dpt_id=1&level=0&linkid=392&lid=88

Leave Benefits (As per Govt. Rules)

https://himachal.nic.in/WriteReadData/1892s/15_1892s/215984349Leave%20Rules.pdf

- 12 days of casual leave (CL) is provided to all the staff members in a calendar year as per HP Govt. rules.
- 02 days of Restricted Holiday (RH) is provided to all the staff members in a calendar year as per HP Govt. rules.
- All the special leaves for the female staff (Raksha Bandhan, Karvachouth, etc.) is provided to all the female staff of the college in a calendar year as per HP Govt. rules.
- Compensatory leaves are provided to the non-teaching and ministerial staff as per HP Govt. rules.
- 16 days Earned Leave (EL) is provided to teaching and non-teaching staff in a calendar year as per HP Govt. rules.
- 30 days Earned Leave (EL) is provided to the ministerial staff in a calendar year as per HP Govt. rules.
- 20 days of half-pay leave is provided to the ministerial staff in a calendar year as per HP Govt. rules.

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- Duty leaves are provided to all the staff members as and when required by the Govt. of HP.
- Female teaching, non-teaching, and ministerial staff can avail Maternity Leave of 180 days as per the rules of HP Govt.
- Male teaching, non-teaching, and ministerial staff can avail Paternity Leave of 15 days as per the rules of HP Govt.
- There is a provision of study leave for up to 2 years that is provided to all the staff members as per the rules of HP Govt.
- Special Leave of 05 days is provided to all the contractual employees of the institute as per the rules of HP Govt.
- Special Casual Leaves (for family planning, sporting events, hospitalization, etc.) are provided to all the regular employees of the institute as per the rules of HP Govt.
- There is a provision of Extraordinary Leaves for all the regular employees of the institute as per the rules of HP Govt.
- Leave is given to teaching staff to participate and present papers and to the non-teaching staff for participation in conferences/ seminars/ workshops/ faculty development programs/short-term courses, etc.
- Academic vacations are provided to teaching staff and non-teaching staff as per the curriculum of affiliating university.

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Retirement Benefits (As per Govt. Rules)

All the retirement benefits that apply to the Govt. servants working in the state of Himachal Pradesh are provided to all the employees of the institute. The details of the same can be found through the below-given web link.

https://himachal.nic.in/index1.php?lang=1&dpt_id=1&level=0&linkid=392&lid=88

- GPF (General Provident Fund) allows Pension to employees after superannuation.
- There is a provision of Govt. insurance scheme for all the employees of the institute as per the rules of the HP Govt.
- Gratuity
- There is a provision for the Old Pension Scheme (OPS) and National Pension Scheme (NPS) for all the employees of the institute as per the rules of the HP Govt.
- There is a provision for Encashment of Earned Leave (EL) at the time of retirement for all the employees of the institute as per the rules of the HP Govt.

Medical Benefits

All the medical and related benefits that apply to the Govt. servants working in the state of Himachal Pradesh are provided to all the employees of the institute. The details of the same can be found through the below-given web link.

https://himachal.nic.in/index1.php?lang=1&dpt_id=1&level=0&linkid=392&lid=88

- Reimbursement of the medical bills and hospitalization bills of the employees and their family members are provided to all the employees of the institute as per the rules of the Govt. of Himachal Pradesh.
- The institute is having a facility of 24 h ambulance service that is available for the students and all staff members of the institute.
- The institute is having a first aid facility for the students and all staff members of the institute.

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- The institute provides an option of hospital training to students and staff members and organizes health checkup camps (when required; especially during the COVID period) through tie-ups with local hospitals.

Loan Benefits

All the loan benefits that apply to the Govt. servants working in the state of Himachal Pradesh are provided to all the employees of the institute. The details of the same can be found through the below-given web link.

https://himachal.nic.in/index1.php?lang=1&dpt_id=1&level=0&linkid=392&lid=88

- All the staff members of the institute can avail Loan facilities as per the rules of the Govt. of Himachal Pradesh.
- Quick Provident Fund Loan Facility – 100% of those who applied have availed the benefit.

Performance Appraisal System

The institute is following practice to evaluate the performance, work, and conduct of its employee annually. The details are as follows:

- The institute submits a detailed report of the performance, achievements, work, and conduct of all the regular employees of the institute to the Directorate of Technical Education, Vocational and Industrial Training, Sundernagar, Himachal Pradesh. The report is evaluated thoroughly in a very confidential manner and is utilized for considering or rejecting the promotion of the Govt. servant.
- The institute submits a detailed report of the performance, achievements, work, and conduct of all the contractual employees of the institute to the Directorate of Technical Education, Vocational and Industrial Training, Sundernagar, Himachal Pradesh. The report is evaluated thoroughly in a very confidential manner and is utilized for considering or rejecting the regularization of the Govt. servant.


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- Apart from this, Govt. College of Pharmacy, Rohru is having its internal performance, work, and conduct evaluation system. All the contractual employees of the institute are required to submit this annual report to the head of the institute at the end of every academic year.

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- Apart from this, the Director/ Principal keeps a strict and close watch on the performance, work, and conduct of every employee, and they are appraised for their achievements on regular basis. For instance, the exceptional work done by Dr. Vineet Mehta during his tenure as a NSS Programme Officer (One year during COVID lockdown period) was specifically appraised by the Head of the institute to keep such work and employees motivated.
- The excellent work of the institute in the field of academics, extracurricular activities, and research initiatives has been recognized and received an appraisal letter from the Director, Department of Technical Education, Vocational and Industrial Training, Sundernagar, Himachal Pradesh. Our institute was the only pharmacy institute to achieve this and this in itself is an indication of the excellent reputation of the institute.
- The work of the Director/ Principal Prof. (Dr.) Vivek Sharma has received appreciation and appraisal from the Himachal Pradesh Technical University, Hamirpur.

Faculty Development Programmes

The Govt. College of Pharmacy, Rohru takes keen interest and is committed to the upliftment of the knowledge and skills of its employees as per the changing global scenario. The institute motivates and encourages all the staff members to engage themselves in any sort of activity that may result in the upliftment of their skills and knowledge, which ultimately contributes to the overall development of students and the institute.

- Permission is readily granted to the teaching and non-teaching staff to participate in Refresher Courses/ Orientation Programmes/ Short Term Courses/ Faculty Development Programmes for their professional development.
- Permission is readily granted to the teaching and non-teaching staff to participate in Webinars/ Seminars/ Conference/ Workshops for their professional development.
- Permission is readily granted to all the staff members to participate in various training

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programs organized by the Govt. and Govt. aided bodies.

- The institute bears the expenditure of all the staff members taking part in the above programs and training as per the rules of the Govt. of Himachal Pradesh.

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- In the last 5-years, the faculty members of the institute have participated in more than 100 conferences, training, workshops, short-term courses, faculty development programs, etc., which has exceptionally benefitted the quality of education delivered at this institute.

Support Facilities

- Canteen
- Separate dining area
- Guest house facilities for family members and friends
- Anti-cast Discrimination cell
- Gender sensitization cell
- Promotion of excellent work culture
- Grievance Redressal cell
- Internal Complaints Committee
- Parking facilities for both teaching and non-teaching staff.
- Clean drinking water facilities
- Direct access to the Principal office
- Celebration of all special days to promote positive work culture and a feeling of harmony
- Annual fire safety training
- Awareness program regarding gender/ cast discrimination, women's safety, cybercrime, etc.
- Facilities such as ramps, braille, and others for differently abled

ICT Facilities

- The College is fully Wi-Fi enabled
- One full-fledged Computer lab, equipped with language lab facilities/ software for

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personality development, improving communication skills, etc.

- The computer lab and all research labs are equipped with computers and uninterrupted internet connections for research work for both students and faculty
- Language Lab and Startup-incubation cell
- Laptop/Desktop facilities are provided in the library, staff rooms, and labs

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Recreational Activities for Physical and Emotional Wellbeing

- Separate cabins/ rooms are provided for the teaching and non-teaching staff
- Indoor Gymnasium facilities for all
- The college regularly celebrates special days such as Independence Day, Environment day, Birthdays of the staff members, Retirement or transfer of the employee, Joining of a new employee, etc. to promote positive work culture and professional harmony
- The college regularly organizes various events like Blood donation camp, cleanliness drive, plantation drive, sports events, cultural events, fresher party, farewell party, special day celebrations, birthday celebrations, etc. in which the entire teaching and non-teaching staff take part.

The details of leave benefits, medical benefits, loan benefits, retirement benefits, and faculty development programs provided by the institute

governed by H.P Govt. are tabulated below:

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S. No.	Leave Rules	Teaching Staff	Non-Teaching staff	Ministerial Staff
01	Casual Leave (CL)	12 CL	12 CL	12 CL
02	Restricted Holidays (RH)	02 RH	02 RH	02 RH
03	Special Leaves for Female staff	As per Govt. guidelines and calendar year	As per Govt. guidelines and calendar year	As per Govt. guidelines and calendar year
04	Compensatory leave	NIL	As per Govt. guidelines	As per Govt. guidelines
05	Earn Leave (EL)	16 days in a calendar year	16 days in a calendar year	30 days in a calendar year
06	Half Pay Leave/ Commuted Leave	NIL	NIL	20 Days in a calendar year
07	Duty Leave	As per Govt. directions	As per Govt. directions	As per Govt. directions
08	Maternity Leave	180 days	180 days	180 days
09	Paternity Leave	15 days	15 days	15 days
10	Study Leave	2 years	2 years	2 years
11	Special Leave	05 during contract	05 during contract	05 during contract
12	Special Casual Leaves (for family planning, sporting events, hospitalization, etc.)	As per Govt. guidelines	As per Govt. guidelines	As per Govt. guidelines

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13	Extra ordinary leave	As per Govt. guidelines	As per Govt. guidelines	As per Govt. guidelines
14	Leave given for participation in seminars/ conferences/ workshops	Yes	Yes (for participation)	No
15	Academic Vacation	As per academic calendar	As per academic calendar	Nil

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S. No	Retirement Benefits	Teaching Staff	Non-Teaching staff	Ministerial Staff
01	Govt. Insurance Scheme	As per the Govt. rules	As per the Govt. rules	As per the Govt. rules
02	Gratuities, Pension and all other government welfare schemes are given	As per the Govt. rules	As per the Govt. rules	As per the Govt. rules

S. No.	Medical Benefits	Teaching Staff	Non-Teaching staff	Ministerial Staff
01	Medical Benefits	As per the Govt. rules	As per the Govt. rules	As per the Govt. rules
02	First Aid facility	Available at the institute	Available at the institute	Available at the institute

S. No.	Loan Benefits	Teaching Staff	Non-Teaching staff	Ministerial Staff
01	Loan facilities	As per the Govt. rules	As per the Govt. rules	As per the Govt. rules

S. No.	Faculty Development Programmes	Teaching Staff	Non-Teaching staff	Ministerial Staff
01	Complete support and assistance is provided to the staff for pursuing higher studies	As per the Govt. rules	As per the Govt. rules	As per the Govt. rules
02	Complete support and assistance is provided to the staff for participating in conferences, workshops, etc.	Yes	Yes	No

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03	Complete support and assistance is provided to the staff for participating in training organized by Govt.	Yes	Yes	Yes
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Staff Welfare Infrastructure

S. No.	Other Facilities	Teaching Staff	Non-teaching Staff	Ministerial Staff
01	Celebration of important festivals and days	Yes	Yes	Yes
02	Canteen facility	Yes	Yes	Yes
03	Separate dining room	Yes	Yes	Yes
04	Guest house facility	Yes	Yes	Yes
05	Computers availability	Yes	Yes	Yes
06	Computer lab facility	Yes	Yes	Yes
07	Library facility	Yes	Yes	Yes
08	On time payment of salary	Yes	Yes	Yes
09	Uniform	No	No	Yes
10	Grievance Redressal Cell	Yes	Yes	Yes
11	Anti-cast Discrimination Cell	Yes	Yes	Yes
12	Gender Sensitization Cell	Yes	Yes	Yes

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13	Internet Facility	Yes	Yes	Yes
14	Gymnasium	Yes	Yes	Yes
15	Periodic Staff Meetings	Yes	Yes	Yes
16	Direct access to the Principle office	Yes	Yes	Yes
17	Sports Facilities	Yes	Yes	Yes
18	Annual fire safety training	Yes	Yes	Yes

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Parking Facility for Staff and Students

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Cold RO water and washing area facility for staff and students

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Clean and freely accessible RO water facility for staff and students



Canteen facility for Staff & Students

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Pantry along with RO water facility for Staff



Separate cabins for the Teaching staff

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Principal's Office

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Separate Professor's cabin



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OFFICE OF THE DIRECTOR/PRINCIPAL
GOVT. COLLEGE OF PHARMACY, ROHRU
Tehsil Rohru, District Shimla, Himachal Pradesh- 171 207
(NAAC B++ Accredited and ISO 9001:2015 Certified Institute)
Recognized by PCI; Approved by AICTE, New Delhi; Affiliated to HPTU, Hamirpur
Ph. No. 01781 - 241306; E-mail: gcprohru@gmail.com; web: www.gcprohru.ac.in



Separate faculty cabins for Assistant Professors



Separate cabins with internet facility for non-teaching staff



Separate cabins with internet facility for non-teaching staff

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Separate cabins with internet facility for ministerial staff



Notice board for staff and students

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Library facility for the staff and students



Separate reading area for staff in the library

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Facility of computer lab with internet for students and staff



Printer, scanner and internet facility for staf

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Barrier free access to the administrative block



Conference room for staff meeting and students presentation

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