



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019

(Affiliated to Guru Gobind Singh Indraprastha University and Approved under
Section 2(f) of UGC Act 1956)



Welfare Measures for teaching and non-teaching staff

Supporting Documents Attached:

1. For Teaching Staff

- 1) Fire Extinguishers**
- 2) Medical Room**
- 3) Faculty Room**
- 4) IT facility to Individual Faculty**
- 5) Research Policy**
- 6) Leave Policy**
- 7) Water Cooler**
- 8) Sanitary Napkin Vending Machine**

2. For Non- teaching staff

- 1) Fire Extinguishers**
- 2) Medical Room**
- 3) Staff Room**
- 4) Leave Policy**
- 5) Water Cooler**
- 6) Sanitary Napkin Vending Machine**

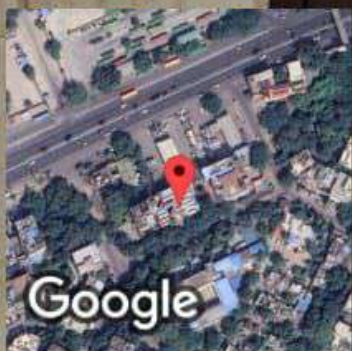
Teaching Staff

S.No.	Welfare Measures for Teaching Staff	Remarks
1.	Fire Extinguishers	Yes
2.	Medical Room	Yes
3.	Faculty Room	Yes
4.	IT facility to Individual Faculty	Yes
5.	Research Policy	Yes
6.	Leave Policy for Faculties	Yes
7.	Water Cooler Facility	Yes
8.	Sanitary Napkin Vending Machine	Yes
9.	Canteen	Yes
10.	Tea/Coffee Machine	Yes

1. Fire Extinguisher



 **GPS Map Camera**



New Delhi, Delhi, India

G7X4+569, 14, Block 1, Kalkaji Extension, Kalkaji, New Delhi, Delhi
110019, India

Lat 28.54762°

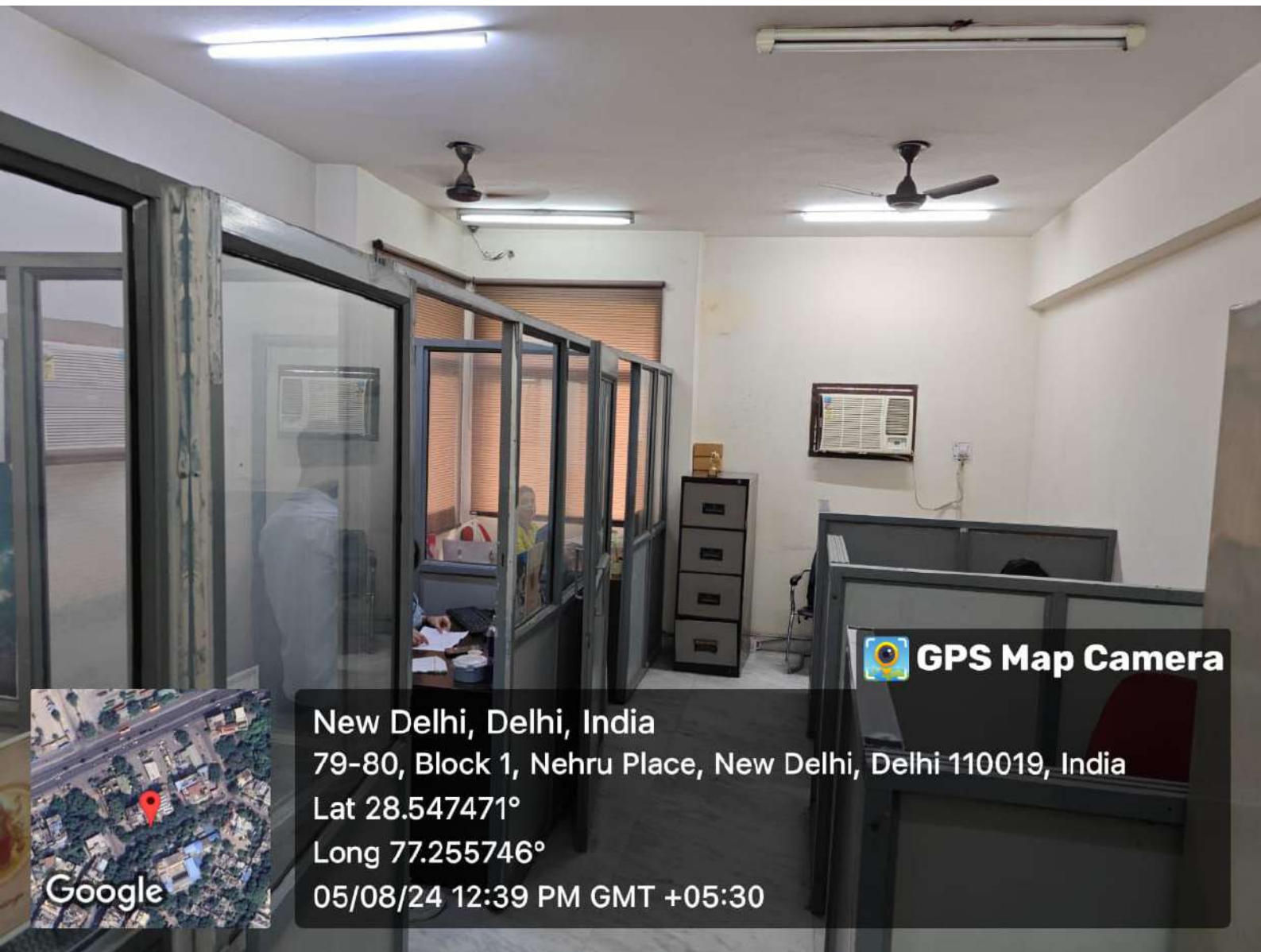
Long 77.255836°

05/08/24 12:40 PM GMT +05:30

2. Medical Room



3. Faculty Room



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New Delhi, Delhi, India

79-80, Block 1, Nehru Place, New Delhi, Delhi 110019, India

Lat 28.547471°

Long 77.255746°

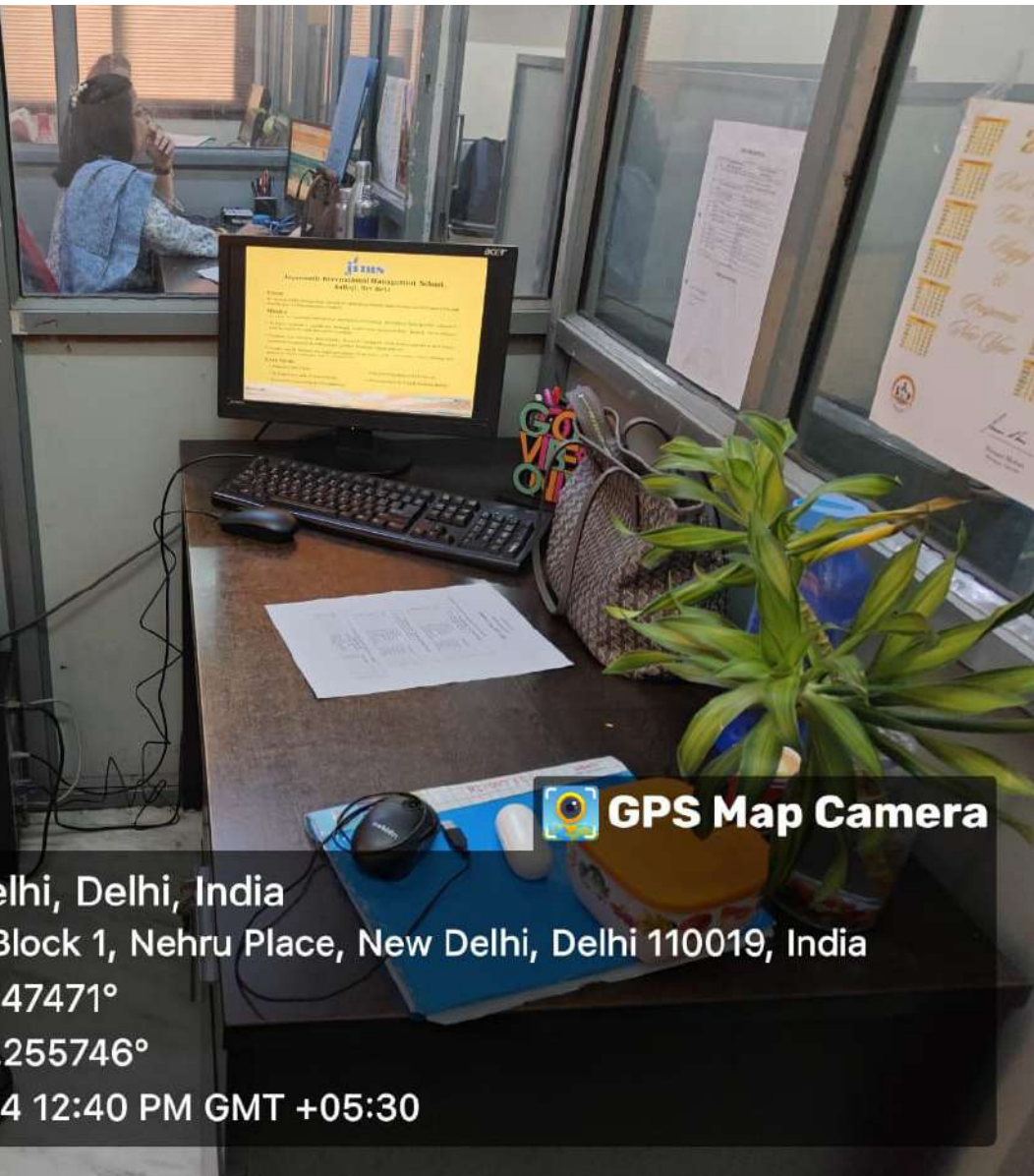
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Google

4. IT Facility to Individual Facility

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ROSSING THEM"



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Lat 28.547471°

Long 77.255746°

05/08/24 12:40 PM GMT +05:30



GPS Map Camera

5. Research Policy

Every faculty to ensure two Scopus publications individually in an academic year.

Incentives for the faculties for publishing with effect from **1st Jan 2021**

Category / ABDC	Amount
A	Rs.50,000/-
B	Rs.20,000/-
C/ Scopus	Rs.10,000/-



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INCENTIVE POLICY FOR ENCOURAGEMENT OF RESEARCH & CONSULTANCY Effective from 1st April 2023

A	B	C	D	E	F	G
Publication in a Scopus indexed journal with H-Index value as	Incentive amount (in INR)	Incentive amount for Research project grant**	Incentive amount for Patents Published or granted.	Incentive amount for consultants	Conference	Encouragement to Entrepreneurship initiatives by faculty
0 to 2	10000	An amount equal to fixed 10 % of the funding amount credited into the institute account.	Rs 10000/-	An amount equivalent to 50% of the surplus generated for consultancy projects.	For FDP/ seminar/conference full reimbursement of fee subject to maximum of Rs. 3,500/-.	An Incentive amount equivalent to 10 % of the fund generated for the start up owned by the faculty member/ student
2.1 to 20	25000					
21 to 40	30000					
41 to 60	35000					
61 to 80	40000					
81 to 100	50000					
Subject to a minimum as per the following: ABDC - A- 1,00,000/- B-25,000/- C/(Scopus/W OS) -10,000/-					Full Reimbursement of Examination fee of Mooc course	Full Book: Renowned International Publisher -Rs. 10,000/- Full Book: Renowned National Publisher -Rs. 5,000/-



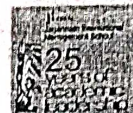
Signature

10/08/23



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019



Eligibility Terms & Conditions

1. Any research Award/ Grant/Cash incentive/ leave benefit cannot be claimed as a matter of right.
2. Only regular faculty members on the rolls of the Institute are eligible.
3. The effective date for enforcement of this policy is 1st July 2023.
4. For calculation of incentives, the start and end dates will be defined by the academic session.
5. All the achievements requested for incentives should be with the affiliation of Institute. (Jagannath International Management School)
6. To be eligible for the research paper incentive the following conditions have to be met
 - The paper has to be visible on the Scopus/Web of Science
 - The Journal listed should be in the management domain of either of the indexes.
7. In case the paper is co-authored by a number of faculties then amount of incentive will be divided equally between numbers of authors. The incentive amount calculation will include all the authors irrespective from JIMS or outside. For example in case of two authors the incentive would be 50% three authors 33% four authors 25%.
8. The decision of the Research Committee will be final and binding.
9. The policy can be withdrawn or modified at any point of time without any formal notice to anybody.
10. Any research article for which Faculty member has already been financially supported (in whatsoever way) by the institute, will not be considered for publication incentives. However, that article may be counted to fulfill the eligibility criterion.
11. All benefits and incentives will lapse if on the date of disbursal (in full or a part of the same) of the incentive, the faculty member has already left the organization or is serving the notice period.
12. Even after disbursement of the incentive, if the awardee is found supplying wrong, incorrect or incomplete information, whole amount of cash incentive will be reclaimed back.
13. Cash Incentives calculated for the previous academic session will be disbursed only once in lump sum in the successive year as decided by the Research Committee.

Dr. Anuj Verma
Director



Chairman

Authenticated
10/5/23



Screenshot of the Research policy has been attached

19 RESEARCH POLICY

1. Purpose

JIMS research policy has been framed keeping in mind our mission which is to provide a life-transforming high quality world-focused teaching, research and corporate education which is internationally relevant. The policy is intended to create awareness of the role of research and how it contributes to the full range of our mission-driven activities such as teaching and outreach. The key objectives of the policy emphasise that research by faculty should help to develop curricula and course content, contribute to the intellectual climate of the institution and elevate our image and reputation in the eyes of the business and academic communities.

2. Policy Content and Guidelines

In line with our mission objective the following guidelines are issued with a view to encourage and ensure faculty members engage in research work:

a. Participation in Conferences and Seminars

Every faculty member must attend at least one seminar or conference and present a paper or participate as panel member / reporter / advisory board / discussant / chairing of session once in an academic year.

b. Publications

Every faculty member is expected to publish at least 1 research paper in an academic year in a national or international refereed journal.

Faculty members can consult as well as co-author research papers with other faculty from JIMS Family or outside from other Universities/Institutions to improve collaboration and lend credibility to research.

Faculty members may once a month visit reputed libraries in Delhi to improve the quality of research.

Best Researcher award of Rs. 10,000 with letter of appreciation to be given to faculty with the best research publication during the year. The Best Research paper is to be circulated to

4. Research Management

Policy and advice in research matters will be guided by the institute's Research Committee comprising of Head of Research (Professor) and three other members (Professor/Associate Professor/Asst. Professor). The Committee will advise management on research strategies to be pursued and also review progress in respect of faculty compliance with policy guidelines.

➤ Research Policy Incentives

(i) Research Activity and Workload

- Research activity is given high priority.
- The faculty members engaged in research projects can opt for one trimester of study and research and will not be given any teaching load in that trimester.
 - A further extension is given based on the research committee's evaluation.
- An incentive of a 5% rise in the salary is given to those who complete their doctorate.
- Whilst considering Faculty Promotions significant weightage is given to their research performance

(ii) Publication of Research Paper:

- If a research paper is published in a reputed /refereed National or International journal as recommended by the Research Committee of the Institute, the incentive will be paid to the faculty member as indicated below:

ABDC Journals

• Category 'A' Journals	Rs.50,000
• Category 'B' Journals	Rs.20,000
• Category 'C' Journals or Scopus and WOS Journals	Rs.10,000

- The faculty have published a number of research papers and also made presentations at National/International conferences
- The details are given in Self-Assessment Report for SAQS Accreditation, Annexure No. 20.

(iii) Presenting Research Papers at National and International Conferences

6. Leave Policy

Mail received from Human Resources



Arti Vaish <arti.vaish@jagannath.org>

Announcement of New Human Resources Initiatives

1 message

Human Resources <hr@jagannath.org>

Tue, Jul 16, 2024 at 4:00 PM

To: AllKalkaji <all.kj@jagannath.org>, "All.VK" <all.vk@jagannath.org>

Dear Staff and Faculty,

Hope this mail finds you well.

The Human Resources Department is pleased to announce the implementation of several new initiatives designed to enhance your professional experience at JIMS. These initiatives reflect our unwavering commitment to fostering a positive and supportive work environment that empowers our valued employees.

1. Revisions to Leave Policy

We are delighted to introduce an improved leave policy that offers greater flexibility:

- **Casual Leave:** Increased to twelve (12) days per year.
- **Medical Leave:** Increased to six (6) days per year.
- **Leave Carry-Forward:** You will now be able to carry forward only the medical leave balance of unused leaves in accordance with the revised policy and will be encashable to the extent of your basic salary at the time of leaving the institute.

2. Provident Fund Option

We are delighted to announce the availability of the Provident Fund (PF) option for all employees. This voluntary retirement savings scheme allows you to plan for a secure financial future. Further details regarding enrollment and contribution procedures can be checked with the accounts

department.

3. Enhanced Awards and Recognition Program

We are committed to recognizing and rewarding your exceptional contributions and dedication. In line with this commitment, a new, ongoing Awards and Recognition Program will be implemented. This program will celebrate outstanding achievements and contributions across various categories. Stay tuned for further details regarding this program.

4. Flexible Work Schedules

Understanding the importance of work-life balance, we are introducing a fifteen (15) minute window. You are required to complete your designated work hours. For eg; if you reach at 9:05 AM then you shall be leaving at 5:05/6:05 PM.

Faculty Resignation Policy

Please be advised:

The existing faculty resignation policy remains in effect. We kindly remind you that:

- The Institute reserves the right to terminate a faculty member's appointment by providing one (1) month's written notice or one (1) month's salary in lieu thereof.
- Faculty members in undergraduate programs wishing to resign can do so between the first (1st) and thirtieth (30th) days of June with one (1) month's notice or salary in lieu.
- Faculty members in postgraduate programs wishing to resign can do so between the fifteenth (15th) day of May and the fifteenth (15th) day of June with one (1) month's notice or salary in lieu.
- Resignation outside of these specified above requires a three (3) month notice period or three (3) months' salary in lieu.

- It is expected that the faculty members should not disturb the academic delivery during the academic year. Keeping in mind the academic commitment.

We believe these initiatives will significantly contribute to a more rewarding and fulfilling work experience at JIMS. Should you have any questions, please do not hesitate to contact the Human Resources Department.

Thank you for your continued dedication.

Sincerely,

Team HR

JIMS Kalkaji

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Visit us at <http://www.jagannath.org>

Follow us on: Facebook : <https://www.facebook.com/jagannathkalkaji>

Twitter : <https://twitter.com/jimskalkaji>

Blog: <http://blog.jimsdelhi.in/>

LinkedIn: <https://www.linkedin.com/company/jims-delhi>

Slide Share: <http://www.slideshare.net/jimsdelhi>

Subscribe our YouTube Channel at: <https://www.youtube.com/user/JIMSKALKAJIDELHI>

7. Water Cooler



GPS Map Camera



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79-80, Block 1, Nehru Place, New Delhi, Delhi 110019, India

Lat 28.547443°

Long 77.255549°

05/08/24 12:42 PM GMT +05:30

8. Sanitary Napkin Vending Machine

8. Sanitary Napkin Vending Machine



9. Canteen



GPS Map Camera

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10. Tea/Coffee Machine



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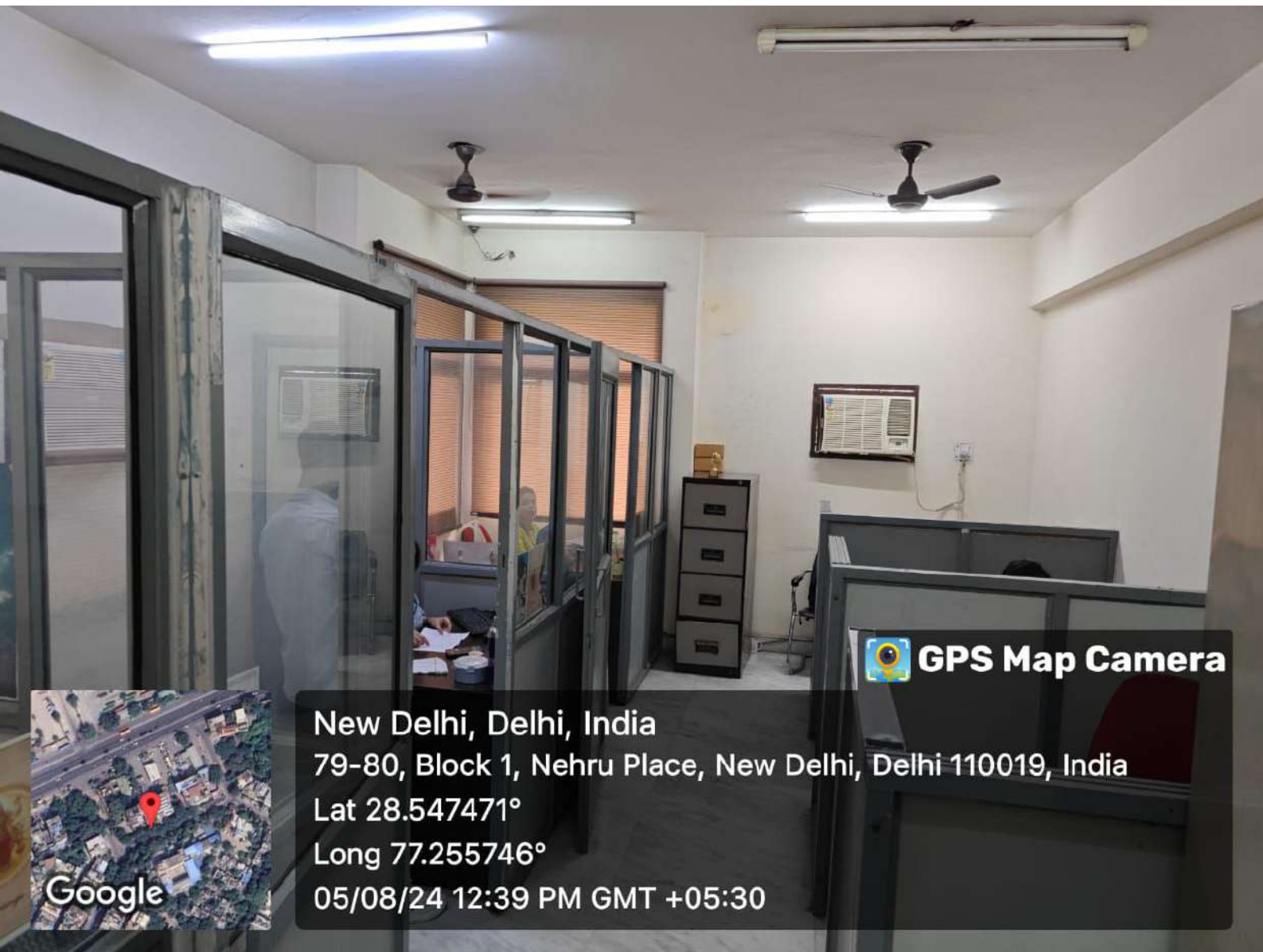
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Team HR

JIMS Kalkaji

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Twitter : <https://twitter.com/jimskalkaji>

Blog: <http://blog.jimsdelhi.in/>

LinkedIn: <https://www.linkedin.com/company/jims-delhi>

Slide Share: <http://www.slideshare.net/jimsdelhi>

Subscribe our YouTube Channel at: <https://www.youtube.com/user/JIMSKALKAJIDELHI>

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