**CONSTITUTION OF STAFF WELFARE ASSOCIATION**

**GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE**

1. NAME : Association hmingah “STAFF WELFARE ASSOCIATION,

 GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE” tih

 a ni ang.

1. OBJECTIVE : He Association hi chhiatni leh thatni a member-te a tul dan

 leh remchan dan anganga in tanpui leh in tawiawm tawn

 theihna atana din a ni.

1. MEMBERSHIP : He Association ah hian Govt. Zirtiri Residential Science

 Collegea thawk zawng zawng – a ngheta sawrkar hna vuantute (Confirmed/regularized employee) leh a nghet lova sawrkar hnavuantute (Temporary/Muster Roll employee) membership fee Rs.50/- pe te chu member an ni ang.

1. ADMINISTRATIVE : Association kaihruaia a tul anga rorelna kalpui turin heng a

SET UP AND hnuaia Committee te hi an awm ang. Member turte pawh a

COMPOSITION hnuaia tarlanang hi an ni ang.

1. Office Bearer : Chairman, Secretary leh Treasurer
2. Executive Committee : Office Bearer te bakah member

 5 (panga) aia tlem lo Office

 Bearer’s Meeting-in a ruat te.

1. General Body Meeting : Staff Welfare Association,

 Govt. Zirtiri Residential Science College a tel (member) zawng zawng te.

1. FUNCTIONS AND : 1) Chairman : Association hotu ber a ni ang a, thil pawimawh

 DUTIES OF THE bik tih tur hmanhmawh a awm apiangin

 OFFICE BEARERS Secretary leh Treasurer te a rawn anga,

 thutlukna an siam ho thin ang.

 2) Secretary : Association thil tih apiang mumal takin Record

 buah a ziak lut thin ang.Tin, Chairman awm

 lohin a ai a awh ang.

1. Treasurer : Association Financial Accounts/documents fel

 fai takin a vawng ang.

1. ELECTION : 1) Association term khat(1) chhung hi kum 2 (hnih) a ni ang.

 Kum 2 (hnih) na March thla-ah term lo thleng leh tur atana

 Office Bearer turte thlan tur a ni a, April thla chhung ngeiin

 Office Bearer thlan tharte hnenah charge hlan tur ani.

 2) Office Bearer te hi a zawnin term 2 (hnih) bak Post ngai

 atan thlan theih an ni lo ang.

1. FUND : 1) Monthly Contribution hi Treasurer-in a khawn ang a,

CONTRIBUTION member ten thla thar ni 10 (sawm) aia tlai loah an pe ziah

 tur ani. Monthly

 Contribution rate chu heting hi a ni ang :-

1. REGULAR EMPLOYEES

i) Principal and all regular Group ‘A’ Officers - Rs.200/-

ii) Group ‘B’ and C staff – Rs. 100/-

iii) Group ‘D’ staff – Rs. 50/-

1. TEMPORARY EMPLOYEES

i) Contract Lecturer – Rs. 100/-

ii) Part Time/Guest Lecturer – Rs. 50/-

iii) Muster Roll/Casual employees – Rs. 40/-

2) A tul a nih chuan Executive Committee remtihna in Special

Contribution khawn ani ang.

1. FUND : 1) Association sum te hi Saving Bank Account-ah Cheque

ACCOUNTING System-in vawn tur a ni a, Chairman leh Treasurer te hminga

SYSTEMJoint Account hawn tur a ni. Pass Book chu Treasurer in

a kawlang.

2) Treasurer in sum fai (cash) Rs. 10,000/- aia tam lo a kawl thei ang.

3) Association sum te hi fel faitakin Account Register-ah vawn tur a ni.

4)Association sum hi kum tin March thla chhungin Audit tur ani. Auditor turin mi 2 (pahnih) Office Bearer in a ruat thin ang.

1. WELFARE : A. CONDOLENCE

ENTITLEMENT 1) Member boral a awmin Rs. 50,000/- a ral tur ani.

2) Member nupui/pasal pawmlai boral chu Rs. 10,000/- a ral tur a ni.

3) Member fa, rila rah boral chu Rs. 10,000/- a ral tur ani.

4) Member hringtu nu leh pa boral chu Rs. 10,000/- a ral tur ani.

5) Association hminga ralna pek tur reng reng te ruang chungahPangpar Rs. 1000/- aia man tam lo dah thin tur a ni.

6) Ralna hi hun remchang hmasa berah neih tur a ni a, a hmun tur chu chhiat tawk chhung te nena ruahman tur ani ang.

B. FELICITATION

1) Member-in nupui/pasal a neihin Rs. 5,000/- emaw a hu tawkpek tur a ni.

C. FAREWEL

1) member kum 1 (khat) chhung lo ni tawh pension/retired an awm in thlahna atan Rs. 10,000/- leh Citation pek tur ani a, College Principal nen inberemin a remchan dan angin thlahna ruai buatsaih thin a ni ang.

2) Member kum 1 (khat) chhung lo ni tawh hna danga kal/transfer a nih in Citation leh Rs. 2,000/- emaw a hu tawk pek tur ani a, inthlahna thingpui ruai buatsaih bawk tur ani.

1. AMENDMENT : Staff Welfare Association (SWA) inkaihhruaina dan te hi

General Body Meetingin tul atih chuan a ti danglam thei ang.