

## CONSTITUTION OF STAFF WELFARE ASSOCIATION 2024

### GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE

1. NAME : Association hmingah “STAFF WELFARE ASSOCIATION, GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE” tih a ni ang.
2. 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.
3. 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.
4. ADMINISTRATIVE SET UP AND COMPOSITION : Association kaihruaia a tul anga rorelna kalpui turin heng a hnuiaia Committee te hi an awm ang. Member turte pawh a hnuiaia 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.
  - 3) General Body Meeting : Staff Welfare Association, Govt. Zirtiri Residential Science College a tel (member) zawng zawng te.
5. FUNCTIONS AND DUTIES OF THE OFFICE BEARERS :
  - 1) Chairman : Association hotu ber a ni ang a, thil pawimawh bik tih tur hmanhmawh a awm apiangin Secretary leh Treasurer te arawn 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.
  - 4) Treasurer : Association Financial Accounts/documents fel fai takin a vawng ang.
6. 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 chung ngeiin  
Office Bearer thlan tharte hnenah charge hlan tur a ni.

2) Office Bearer te hi a zawnin term 2 (hnih) bak Post ngai  
atan thlan theih an ni lo ang.

7. FUND  
CONTRIBUTION

: 1) Monthly Contribution hi Treasurer-in a khawn ang a,  
member ten thla thar ni 10 (sawm) aia tlai loah an pe ziah  
tur a ni. Monthly

Contribution rate chu heting hi a ni ang :-

A. 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/-

B. 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.

8. FUND  
ACCOUNTING  
SYSTEMJoint Account hawn tur a ni. Pass Book chu Treasurer in  
a kawlang.

: 1) Association sum te hi Saving Bank Account-ah Cheque  
System-in vawn tur a ni a, Chairman leh Treasurer te hminga  
Joint Account hawn tur a ni. Pass Book chu Treasurer in

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

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

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

9. WELFARE  
ENTITLEMENT

: A. CONDOLENCE

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

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 a ni.

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

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 tawh chhung te nena ruahman tur ani ang.

#### B. FELICITATION

1) Member-in nupui/pasal a neihin Rs. 5,000/- emaw a hu tawhpek 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 tawhpek tur ani a, inthlahna thingpui ruai buatsaih bawh tur a ni.

10. AMENDMENT : Staff Welfare Association (SWA) inkaihhruaina dan te hi General Body Meetingin tul atih chuan a ti danglam thei ang.