

# GOA LABOUR WELFARE BOARD

## SCHEME NO – I

### GRANT OF FINANCIAL ASSISTANCE FOR PURCHASE OF TEXT BOOKS / NOTE BOOKS TO SCHOOL GOING CHILDREN OF INDUSTRIAL WORKERS/ EMPLOYEES.

Applications in the prescribed form are invited from the workers employed in Industrial Establishments for grant of financial assistance for purchase of Text Books / Note Books to their children. The quantum of financial assistance, eligibility, conditions and procedure for submission of applications etc, are given below:

#### **A. The Quantum of Financial Assistance:**

The financial assistance under the scheme shall be paid to the children of Industrial Workers / employees studying in 1<sup>st</sup> to 4<sup>th</sup> Standard at the following rates:

Class	.....	I	Rs. 1200.00
Class	.....	II	Rs. 1200.00
Class	.....	III	Rs. 1800.00
Class	.....	IV	Rs. 1800.00

#### **B. Eligibility:**

- i) The assistance shall be paid in respect of the children of the regular Industrial workers / employees having at least 6 months continuous Service on the date of application.
- ii) Those persons who are employed in the supervisory or Managerial capacity and drawing Rs. 1600/- and above per month are not entitled for the benefit.
- iii) The assistance will be paid only to such workers whose wages / salary does not exceed Rs. 20,000/- (Rupees twenty Thousand only)
- iv) The assistance shall be paid to the children of Industrial workers / employees studying in class I to IV in recognized / approved schools. Slates / Text Books /Notes Books by the Government of Goa every year are not entitled for the benefit.

#### **C. i) Criteria for Selection:**

- a) Lowest income of the parents.
- b) Preference will be given to the students studying in higher classes.
- c) Workers having not more than two children will be given priority.
- ii) The assistance is intended to be utilized towards the cost involved for purchasing Text Books / Note Books (where necessary) to the sons / daughters of the Industrial Workers / employees to whom such assistances paid by the Goa Labour Welfare Board.
- iii) The Assistance will be disbursed to the workers / employees through the management of the Head of the Institutions where their children are studying.
- iv) If the workers found to have secured the assistance by fraudulent means the whole amount will be recovered from him or her forthwith.

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**D. Submission of applications:**

- i) The workers / employees who are eligible in accordance with the above said conditions may submit their applications in the prescribed form (copy enclosed) through their employers or through the Heads of Educational Institutions where their children are studying, duly signed to the Secretary, Goa Labour Welfare Board so as to reach him on or before 30<sup>th</sup> Sept, every year.
- ii) Applications which are incomplete or which are submitted without the necessary supporting documents or which are not submitted within the due date specified above are liable to be rejected without any further correspondence.

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## SCHEME-I

### APPLICATION FOR ISSUE OF TEXT BOOK/NOTE BOOKS TO THE CHILDREN OF INDUSTRIAL WORKERS/EMPLOYEES.

#### PART- I

To,  
The Secretary,  
Goa Labour Welfare Board,  
Sharma Shakti Bhavan, 4<sup>th</sup> Floor,  
Patto Plaza, Panaji-Goa.

sir,

I apply for the issue of text book/note books to the children under the scheme of Labour Welfare Fund.

My full particulars are given below:

1. Name of the workers/employee with residential address & Contact no. :
2. Name and full address of the industrial establishment where employed. :
3. Date from which employed. :
4. Average monthly income : Income & occupation.  
Occupation  
A) Self.  
B) Spouse.  
C) Total from all sources.
5. Total no. of children the workers/employees has :
6. A. Name of the child for whom the assistance is applied for. :  
B. Date of birth. :
7. Class in which studying :
8. Name and complete postal address of the school in which the child is studying at present. :
9. State whether the student is physically handicapped. If so, a certificate from the Govt., Medical Officer should be enclosed. :
10. Whether the applicant belongs to SC/ST/O.B.C. and if so , a certificate from the competent authority may be enclosed: :

I solemnly affirm that the above particulars are correct to the best of my knowledge and if found incorrect, I hereby undertake to refund the full amount of assistance forthwith to the Secretary, Goa Labour Welfare Board.

**Place:**

**Date:**

**Signature of the worker/employee**

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## CERTIFICATE FROM THE INSTITUTION

Certified that Master/Miss. \_\_\_\_\_  
son/daughter of Shri/Smt. \_\_\_\_\_ is studying  
in this Institution in Std. \_\_\_\_\_ in the academic year i.e. 20\_\_\_\_\_

The said student passed/promoted/ detained in the same Std in respect of the above  
referred academic year.

**Date:**

**Place:**

**Signature of the head of Institution /  
Designation & seal of the institution.**

## **PART-II**

Certified that Shri/Smt. \_\_\_\_\_ having  
serial No. \_\_\_\_\_ of the register/record mentioned under this establishment and  
employed as \_\_\_\_\_ (skilled/unskilled, manual or clerical labour other than  
casual or contract otherwise than in position of supervision or management) and has completed  
more than six (6) months of continues service. I further certify that Rs. \_\_\_\_\_ (Rupees  
\_\_\_\_\_) per month including all allowance and  
perquisites allowed by the establishment but excluding bonus.

**Signature full name in block letters  
Designation with seal.**

**Dated:**

**Seal of establishment  
Full postal address of the industrial establishment.**