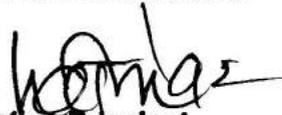


CODE OF CONDUCT FOR STUDENTS

- The students are strictly directed to carry the identity card with photograph affixed while on campus.
- Students are instructed to follow the college dress code.
- It is compulsory for students to attend the lectures and practical regularly.
- Students must have minimum 75% attendance in theory and practical.
- Students' conduct must be good.
- Students are strictly instructed to appear for all the tests and examinations with satisfactory outcome.
- Students are instructed to read the notices stuck on display boards.
- The students are instructed not to cause any disturbance to fellow students and other classes.
- Students should not wander aimlessly in the premises of the institute.
- Students are not allowed to form any organization or association in the institute and invite any guest or speaker to address them without having prior permission of the principal.
- Students must take the permission of the principal to arrange any trip.
- Students are strictly instructed not to cause any sort of damage to the property of the institute.
- The students are strictly prohibited to indulge in any act of ragging on and off the campus, as per the Maharashtra Prohibition of Ragging Act 1999.
- Students are strictly prohibited to indulge in any sort of addiction.
- Students are strictly prohibited to indulge in any act of violence.
- Students are expected to pay due respect to the teachers and elders.


Officiating Principal
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CODE OF CONDUCT FOR TEACHERS

- Teachers are directed to have clear communication with the students to apprise them of the instructions for all the assignments.
- Teachers are expected to have updated knowledge of the respective subjects and the current affairs.
- Teachers are expected to make pre-preparation for the lecture they have to deliver in the classroom.
- Teachers are directed to conduct practical and other exams as per the scheduled time.
- Teachers are expected to make the use of ICT tools like projectors, e-resources etc. for effective teaching-learning process.
- Teachers are directed to record the students' attendance regularly.
- Teachers are supposed to complete the syllabus as per the annual plan.
- Teachers must evaluate the examinations in the given time.
- Teachers are directed to conduct the examinations in a free and fair environment.
- Teachers are expected to be responsive to the queries and problems of the students.
- To have communication with parents/guardians of the students.
- To get the permission from the competent authority for any sort of leave.
- They are expected to obey all the rules, regulations by the affiliating university and instructions given by the principal.
- Teachers are advised to avoid the malpractice of plagiarism for their research work.



Officiating Principal

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CODE OF CONDUCT FOR SUPPORT STAFF

- To complete the assigned tasks within stipulated period.
- To make the right use of their duty period for effective output.
- To have faith in the principle of cooperation while working.
- To maintain the confidentiality in all the office affairs.
- To have thorough knowledge of the duty related works.
- To possess proficiency in their work.
- To maintain the team work spirit.
- To be ever ready to take initiatives.
- To give prior information in terms of application to the competent authority for any leave.


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CODE OF CONDUCT FOR MANAGEMENT

- Act honestly, fairly, ethically with integrity and loyalty and conduct in a professional, courteous and respectful manner.
- Act in the best interests of the Institution and in a manner to enhance and maintain the reputation of the Institute, and fulfil their fiduciary duties to the stakeholders.
- Act in good faith, with responsibility, due care, competence, diligence and independence.
- Treat the colleagues and other associates of the Institute with dignity and shall not harass any of them in any manner.



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