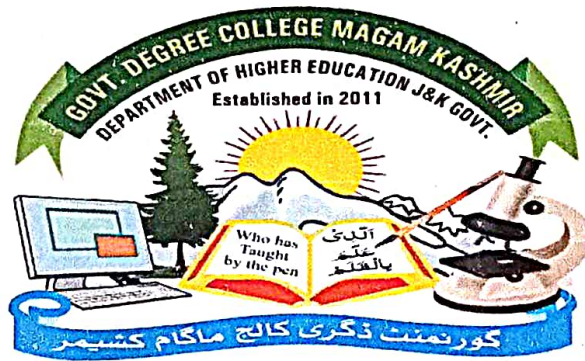


CODE OF ETHICS



**GOVERNMENT DEGREE COLLEGE, MAGAM, BUDGAM,
KASHMIR**
Govt. Degree College
Magam

Vision

- To be a leading educational institution by providing quality education in diverse emerging disciplines.
- To produce conscientious and learned graduates who significantly contribute to socio-economic development of the society.

Mission

- To strive for achieving and maintaining academic excellence essential for our students' future by providing the right academic ambience for the overall development of the students.
- To provide opportunities for co-curricular and extra-curricular activities aimed at all-round development of students' personality so that they may shoulder the responsibilities of the family, the society and the nation.
- Above all, to inculcate moral values among students, build their character and mould them into human beings.

**Govt. Degree College
Magam**

Objectives of Code of Conduct

Certain objectives are intended to be achieved by the institution through Code of Conduct policy.

1. To ensure proper conduct of students in the campus
2. To ensure dignified and professional behavior of faculty members
3. To ensure honest work ethics among staff and students
4. To ensure peaceful teaching- learning environment in the campus

**Govt. Degree College
Magam**

CODE OF CONDUCT OF EMPLOYEE

1. Employees must work towards vision and mission of the college.
2. They must strictly perform their daily activities as assigned by the authorities.
3. They must have cordial relationship with colleagues, students and their parents.
4. Every employee shall abide by the rules and regulations of the college and all orders and directions of his / her superior authorities, under whose superintendence or control he/she is placed.
5. Every employee shall behave with utmost courtesy and respect with all persons with whom he/she is to deal in with the course of his/her duties.
6. The effort of every employee shall be directed towards promoting the interest of the College and shall refrain from prejudiced activity what so ever in nature.
7. No employee shall join, or continue to be a member of any association that threatens the integrity of nation.
8. No employee shall engage directly or indirectly in any other occupation or undertake any other employment. In case of undertaking work of a social and charitable nature or work of a literary, artistic or scientific character the employee shall seek prior permission from the authority.
9. No employee shall solicit or accept any gift, donation etc from anybody or from any subordinate employee in the official discharge of his duties for the College.
10. Employee should reach the office in time and should be in formal dress.
11. Avoid using cell phone / internet in the office for personal use.
12. Employees must strictly abstain from smoking, consuming drugs, tobacco, alcohol, etc during office hours.
13. Measures shall be taken to avoid, eliminate and if necessary impose punishment for any harassment in terms of color, religion, sex or any other physical or mental disabilities.
14. No employee should involve himself in any form of threat or physical violence of any kind. He shall be liable to punishment, if found violating this code.
15. Should not associate with any political party or organization or take part in politics.
16. Employee should not destroy/attempt to destroy or tamper office record or documents of the college.

**Govt. Degree College
Magam**

CODE OF CONDUCT OF STUDENTS

Students enrolled with the college are expected to maintain good behavior and discipline on the campus and also during off-campus visits such as fieldtrips, educational tours, internships etc. Students must be aware that any instance of misconduct will call for severe action by the authorities.

1. While on campus, students shall, at all times have their I-Cards well displayed. They should be able to produce it before any teaching / administrative staff as and when the need arises.
2. Students must be appropriately dressed on the campus. They should put on proper college uniform and sport a presentable and decent look.
3. Students must exercise a sense of belongingness with their institution. They should respect the college property and abstain from causing any damage to the infrastructural facilities provided to them. They are strongly advised not to scribble on the desks and deface the benches and walls.
4. Students should also beware of electrical installations and not damage the electrical gadgets and fittings in the classrooms, laboratories and other locations on the campus
5. Students must contribute to maintaining their campus clean and beautiful by staying away from throwing trash in the classroom, corridors, staircase or playground. Any form of trash should be disposed in the trash-cans and waste bins only. Students should be self- disciplined and feel responsible towards the upkeep of overall cleanliness on the campus.
6. Every student must compulsorily put in 75% of attendance. They must be regular for all lectures and complete the assignments and tasks given to them on time.
7. Students must strictly abide by rules laid down by the examination authorities and abstain from indulging in any form of unfair means or malpractice. The guilty may face suspension in case of an offence.
8. Students are expected to follow classroom decorum. They shall respect the academic environment and participate actively in nurturing it further. Any unpleasant behavior on their part will call for punishment by the concerned authorities.
9. Students must display polite and courteous behavior towards their teachers, administrative/support staff, seniors and fellow classmates. They should greet their superiors and maintain a friendly and helpful attitude in order to promote a cordial environment on the campus.
10. Student shall maintain silence in the knowledge resource building. Speaking loudly, hooting, whistling, loitering or making calls will be treated as a violation of campus discipline.
11. During leisure hours, and for independent study, students may use designated areas such as the library or reading hall. Sitting on staircases may restrict the free movement.
12. Consumption of alcohol, chewing tobacco or smoking is strictly prohibited on the campus.

13. Students must strictly refrain from any form of political activity on the campus. All such initiatives such as arranging meetings, processions, canvassing or fund collections without the consent of the authorities is liable to attract disciplinary action.

14. Students shall not display notices, posters, pamphlets or bills without the permission of competent authority.

15. Students are advised not to indulge in any unauthorized celebrations on the campus such as spraying colors or bursting fire-crackers.

16. Students must be conscious of their natural environment and depleting natural resources. Therefore, they are expected to use water and other resources judiciously and not keep taps, lights and fans running unnecessarily.

17. Students are advised to follow safety precautions in the laboratories. They must at all times handle appliances, equipment, fixtures and laboratory material carefully to prevent accidents causing injury to self or damage to college property.

18. Use of mobile phones in class rooms, laboratories, library and any such location on the campus which may cause disturbance and hinder academic activity is strictly prohibited.

19. Students are advised to participate in all academic, extension, curricular and extra-curricular activities and use all such facilities available optimally in order to become competent and efficient mentally and physically.

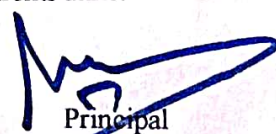
20. Students desiring to participate in inter-college competitions and activities must inform their college authorities in advance and seek prior permission.

21. Students must park their vehicles in the designated parking spaces only. Over speeding in the campus must be strictly avoided.

22. No student shall indulge in any kind of anti-social, anti-institutional or any sort of immoral or un-ethical activities on the college campus. Anyone found guilty will be liable to strict disciplinary action.

23. Any form of harassment such as ragging, eve-teasing or obscene behavior with fellow students or staff is highly objectionable and is liable to be treated as a criminal offence.

24. Access to college campus on holidays or beyond regular college timing is restricted. Students must seek prior permission from the college authorities for the same. Students are the true pillars of the nation. There is no substitute for responsible behavior, politeness and courtesy, self-discipline, sense of devotion, love and respect for all irrespective of caste, creed and religion or gender, and nobility. Students therefore must imbibe these qualities so that they can fulfill the dreams and aspirations of the institution they belong to. This will minimize the need for enforcing strict rules and regulations on the campus by seeking the cooperation of and aspirations of the institution they belong to. This will minimize the need for enforcing strict rules and regulations on the campus by seeking the cooperation of students and parents alike.



Principal

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