

CODE OF CONDUCT FOR NON-TEACHING STAFF

- Every faculty member should work within the institutional policies and practices so as to satisfy the vision and mission of the college.
- Staff must ensure that they are dressed decently, safely and appropriately for the tasks they undertake.
- Take leave as per rules with prior intimation and follow particular college rules and regulations.
- All staff should follow the instructions and directions of the authority.
- Being supportive and cooperate with other staff members.
- Responsibility by meeting the required standards for every assigned task.
- Dignity by treating students by care and kindness.
- Respect confidentiality of all information about the university exams as well as matters of students and colleagues unless legally or legitimately demanded.

DRESS CODE FOR NON-TEACHING STAFF

Following is the dress code for the faculty of Institute:

Gents Staff: Tucked with neat formal Dress code.

Ladies Staff: Proper neat saree.

It is mandatory for staff to wear College ID cards at all times when they are in the campus.



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