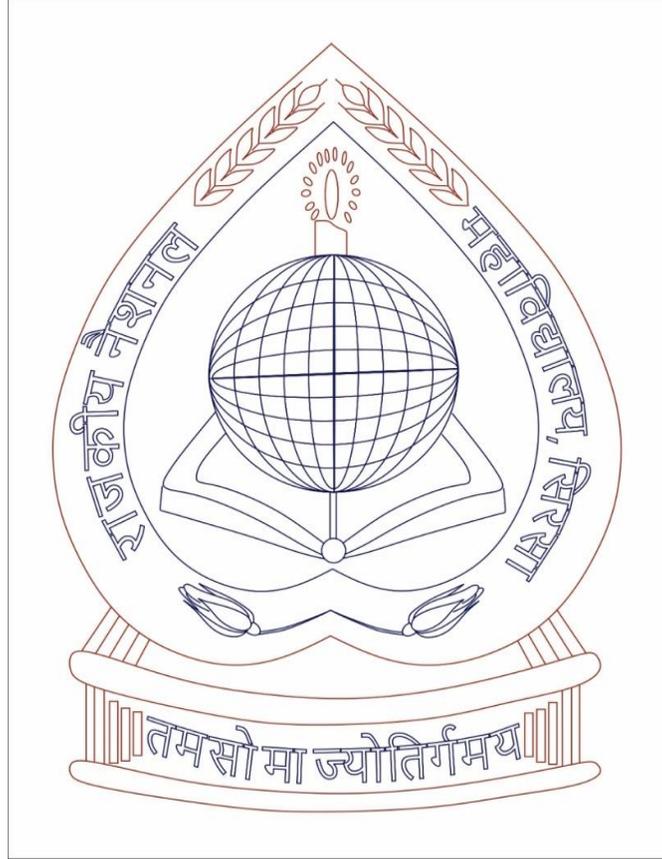


Govt. National College, Sirsa

Hisar Road, Opposite Bus Stand, Sirsa



Handbook of Ethics and Code of Conduct
(Session 2019-20)

I. Code of Ethics:

1. To maintain academic honesty and integrity.
2. Adhere to a responsible pattern of conduct and demeanor as expected of them within and outside the college
3. To participate in extension, co-curricular and extra-curricular activities, including the community service
4. Refrain from any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, or sexual orientation, marital or family status, physical or mental disability, gender identity, etc.
5. To protect environment.
6. To conserve water and electricity.
7. To protect college property and make responsible and efficient use of college resources.
8. To maintain cleanliness and hygiene in the college campus

II. Code of Conduct (For Students):

1. All students of the college should always wear their valid college Identity card on their person whenever in college or while representing the college at any other place. Further, it should be produced whenever demanded by any of the college staff. Identity card should be carefully preserved and the holder of the identity card will be held responsible for its misuse. In case of loss of identity card, a duplicate must be obtained by fulfilling the necessary formalities.
2. Students shall be punctual in their timings and attendance.
3. Students should read information displayed on college notice boards regularly. They shall not be granted any concession for any matter on the ground of ignorance due to their failure to read the notice.
4. Students shall take their tests and submit assignments on time.
5. Students must refrain from the act of lying, cheating, stealing, and using unauthorized materials on any assignment, quiz or exam
6. Students shall switch off the fans, LED lights and other electric appliances when not in use.
7. No student shall cause damage of any kind whatsoever to college property.

8. Smoking and use of narcotics are strictly prohibited inside the College campus.
9. Students shall respect their fellow students, support staff and teaching staff.
10. Ragging is strictly prohibited in college campus. Ragging in any form is a punishable offence.
11. No student shall engage in any act of eve teasing or harassment. Any such act is punishable offence. Such matters can be reported to the Committee for Prevention of Sexual Harassment.

III. Code of Conduct (For Teachers):

1. Their behaviour and conduct shall be consistent with a set of positive moral and ethical principles and highest standards of honesty and integrity.
2. They must treat students with impartiality.
3. They adhere to the educational and social values of environmental sustainability.
4. Teacher shall complete the syllabus on time. They shall give assignments and conduct tests within assigned period.
5. Members of the faculty shall not engage in conduct of private coaching classes either individually or in groups.
6. They will create a healthy, nurturing and safe environment for students.
7. Teachers shall carry out other academic, co-curricular and organizational activities assigned to them by the college authorities.
8. Teachers shall continuously upgrade their academic knowledge and skills. They will engage in quality research and follow the principles of academic integrity and honesty.