


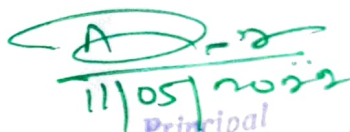
CODE OF CONDUCT FOR STUDENTS

- Protocols of COVID -19 should be strictly followed in the institution for the safety and security of all.
- The student shall observe and follow the Academic Calendar of the Institute.
- Damage to Institute & campus property due to negligence/lack of care would attract punishment and compensation for loss caused.
- Students shall only use the waste bins for dispensing waste materials within the Campus including classrooms and offices.
- Student have to park their vehicles in parking zone only.
- Students are prohibited from indulging in anti-institutional, antinational, antisocial, communal, immoral or political expressions and activities within the Campus.
- Unauthorized entry of outsiders into the campus is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the College.
- The student should carry Identity Card with her regularly and should produce the Identity Card when demanded by the authorized persons of the Institute.
- At the time of issuing a book, the Identity Card must be presented along with the library card. Without I- Card the reader may be refused the use of the Home Lending facility.
- If student has lost library card or I-card should be reported immediately to the librarian with an application. Rs.50/- will be charged for duplicate library card and Rs. 50/- for duplicate I-card.
- Students have to wear College uniform in the college.
- The student should switch off their mobile phones while in the class room, Laboratory and Library etc.
- Mobile phone is strictly prohibited in the exam hall during the examination.
- Student should be regular in attendance for all sessions during the day. Student should have at least 80% attendance in the theory classes and 90% in practical. If the student is found irregular in attendance, disciplinary action will be taken and will not be allowed to appear in the examination.
- Loud/impolite talk/use of unparliamentarily language which offends the listener would be dealt with seriously. Students are expected to spend their free time in the Library/Reading Room.
- Any act of indiscipline or misbehaviour by any student will attract severe penalties / punishment.


11/05/2022
Principal
Dayanand Women's Training College
DEHRADUN.

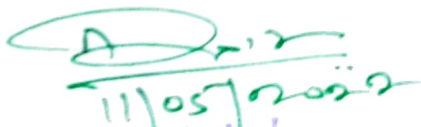
CODE OF CONDUCT FOR TEACHERS

- Protocols of COVID -19 should be strictly followed in the institution for the safety and security of all.
- The faculty must report in time to duty as per the working hours prescribed as per UGC Regulation 2018 and Government of Uttarakhand and should be available in the campus unless and otherwise, they are assigned duties elsewhere.
- The faculty should utilize full period timing scheduled as per the time table.
- It is expected from the faculty members to do work with full devotion to adhere the all-round development of students.
- It is expected from the faculty to work with students as mentor.
- It is expected from the faculty to use ICT for enhancing their teaching skills.
- Reflections of high standard and character in personality is expected from the faculty.
- Faculty members are expected to uplift their skills by use of innovative techniques.


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CODE OF CONDUCT FOR NON-TEACHING STAFF

- Protocols of COVID -19 should be strictly followed in the institution for the safety and security of all.
- All staff of the Institute are responsible for protecting and taking reasonable steps to prevent the theft or misuse of, or damage to Institute assets including all kinds of physical assets, movable and immovable property.
- Non-Teaching staffs must report in time to duty as per the working hours prescribed and should be available in the campus unless and otherwise, they are assigned duties elsewhere.
- All the staff Members should follow the rules and regulations of the Institution as prevalent from time to time.
- All staff shall devote their time and their best efforts for the progress of the Institute.
- Staff must refrain from any form of harassment or unlawful discrimination.
- Every staff should maintain absolute integrity and devotion to duty.
- Staff should work in cooperation and collaborative manner with others through academic and administrative activities to achieve Institute goals.
- All non-teaching staffs will exercise self-discipline and restrain at all times and deal positively with staff, students and the general public.
- Being a women institution, all the staff ensures the security, dignity and honour of all female members of the institute.


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CODE OF CONDUCT FOR THE ADMINISTRATOR/PRINCIPAL

- Protocols of COVID -19 should be strictly followed in the institution for the safety and security of all.
- The Administrator should oversee and monitor the administration of the academic programmes and general administration of the Institute to ensure efficiency and good order of the Institute.
- The Administrator has authority to take all the necessary disciplinary action as and when required to maintain discipline in the Institute.
- The Administrator should form various college level committees which are necessary for the development of the Institute.
- The Administrator should provide leadership, direction and co-ordination within the Institute.
- The Administrator should periodically review this Code of Conduct.
- The Administrator should convene meetings of any of the authorities, bodies or committees, as and when considers it necessary to do so.
- The Administrator should ensure that directions issued by the Authorities are strictly complied with or, as the case may be, implemented.
- The Administrator should ensure that quality in education and academic services is maintained by the Institute.


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