

## **CODE OF CONDUCT-STAFF**

1. It is expected to the staff to uphold the honour and dignity of the profession and of Institution.
2. Seek to make professional growth continuous through study and research.
3. Encourage student to improve their attainments, develop their personalities and at the same time contribute to community welfare.
4. Everyone must essentially require observing the scheduled working hour and must perform their duties especially related to students mentoring.
5. Prior permission is to be sought in case of taking leave.
6. Must follow the rules and regulations laid down under 'Rajasthan Service Rules'.
7. Take utmost care and maintain secrecy pertaining to official documents.
8. Co-operate and assist on carrying out functions relating to the educational and administrative (including NAAC,BCI) responsibilities of college.