

CODE OF CONDUCT - VISITORS

Once someone is in the campus, he/she should be polite, respectful and well mannered.

Once entered the premises, one should not pose any harm to any physical property of the institution including Building, Plantation and equipments.

Anti-social activities would be liable to report to nearest Police Station.

Consumption of tobacco in any form, drug etc. is completely prohibited.

The campus must be kept clean. One should refrain from scribing on walls or to litter anywhere in the campus but in the dustbins.

CODE OF CONDUCT - STAFF

- ✚ It is expected of the staff to uphold the honour and dignity of the Profession and of Institution.**
- ✚ Exercise self-discipline, honesty and integrity.**
- ✚ Staff must provide quality services to Students.**
- ✚ Be impartial, friendly, help, guide, encourage and assist the students.**
- ✚ Be good counsellors and facilitators to Students.**
- ✚ Everyone must essentially require to observe the scheduled working hours and must perform their duties especially related to students mentoring.**
- ✚ Prior permission is to be sought in case of taking leave.**
- ✚ Must report to duty on time and remain present during college hours.**

✚ Follow strictly the rules and regulation laid down under 'Rajasthan Service Rules'.

✚ Take utmost care and maintain secrecy pertaining to official documents and must not divulge, alter or forget them.

GCT TONK

CODE OF CONDUCT STUDENTS

- ✚ Student should be polite, respectful, and well mannered.**
- ✚ Student must maintain discipline; in case of violation disciplinary action would be taken.**
- ✚ All seniors should exhibit and maintain healthy and decent relationship among all students.**
- ✚ Once in the premises, the student must have a concern towards each and every property of the institute and care for it i.e. handling of furniture, caring for plantations etc.**
- ✚ Whenever the students are free from classes they are advised to use the library or engage themselves in some extra or co-curricular activities.**
- ✚ Once in the campus students should always have with them their college i-cards**
- ✚ Ragging and eve-teasing is totally banned and would be taken as a serious offence and**

students are advised not to indulge in any such activities.

✚ Every student must stay away from anti-social activities.

✚ Students should refrain from scribing on walls and black boards. The campus must be kept clean.

✚ Keep in mind the Campus is Polyethene Free and Tobacco Free as well, so everyone is advised to refrain in activity violating this principle.

✚ Indulging in malpractices during examinations is taken as a serious offence and completely restricted.

✚ Overall, the college with its code of conduct to students wishes to inculcate moral values and produce an overall educated citizen to the society.