

CODE OF CONDUCT FOR 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 forge them.