



# Dasaratha Deb Memorial College, Khowai, Tripura

## **CODE OF CONDUCT**

### **CODE OF CONDUCT FOR STUDENTS:**

- Students should be punctual and should maintain disciplined in the college.
- Student should get at least 75% of attendance, if not he/she is not eligible to appear for the examination, as per the university rule.
- Student are expected always carry their valid College Identity Card prominently displayed whenever in the college or representing the college in any other place.
- Students are advised to utilize facilities available in our college in a responsible way.
- Students should maintain cleanliness in the College campus.
- All students are expected to follow the dress code of the College.
- Students are advised to participate in all the programmes and activities conducted by the college.
- Student should protect property of the college.
- Ragging is strictly prohibited in the College Campus.
- Students should not involve in any kind of anti-social activities.
- Use of mobile phones in the classroom and College library is not permitted.
- Every student entering and leaving the library must sign the Log Book placed at the respective counter.

### **CODE OF CONDUCT FOR FACULTY MEMBERS/TEACHERS:**

- Faculty/Teacher should maintain dignity and decorum of their respective post.
- Faculty Members/Teachers are expected perform his or her duty honestly.
- Teacher should inculcate patriotism and discipline among students.
- Faculty Members/Teachers should avail leaves with prior intimation as per the regulations.
- Faculty Members/Teachers should be available for consultation to students.
- Faculty/Teacher should apply ethical practices in teaching.
- Teacher should not indulge in casteism.
- Faculty/Teacher should not remain absent from duties without prior permission.
- No physical punishment can be given to the students.

### **CODE OF CONDUCT FOR ADMINISTRATIVE / NON-TEACHING STAFF:**

- All administrative / non-teaching staff should follow the rules laid down by the authority.
- Administrative / non-teaching staff should look after student's admission and examination as per the direction and instruction of the concerned authority.
- Administrative / non-teaching staffs are expected to cooperate and behave politely and compassionately with parents/guardians/students.
- Administrative/ non-teaching staff should develop co-operative and friendly relationship with faculty members.
- Administrative / non-teaching staff should not involve in unethical practices.
- Administrative/ non-teaching staff should not remain absent from duties without prior permission.