

Rajeev Gandhi Govt. Post Graduate College, Ambikapur, Surguja (C.G.) India

CODE OF CONDUCT

Note: Rajeev Gandhi Govt. Post Graduate College, being a government institution, requires all employees and students to comply with the rules and Code of Conduct established by the Government of Chhattisgarh. Employees are expected to adhere to the duty regulations, leave policies, and other guidelines outlined in the MP/CG Code of Conduct for Civil Services (Conduct) Rules 1965.

Table of Contents

I. Institutional Code of Conduct for the Students

- Discipline
- I-Card
- Mobile
- Ragging
- General Rules of Library

II. Code of Conduct for the Teaching Staff

- Discipline
- Leave Rules
- Classroom Teaching

III. Code of Professional Ethics for the Teachers

- Teachers and Their Responsibilities
- Teachers and Students
- Teachers and Colleagues
- Teachers and Authorities
- Teachers and Non-Teaching Staff
- *Teachers and Society*

IV. Code of Conduct for Supporting Staff

- Administrative Staff
- Accountant
- Clerk
- Peon

V. Code of Conduct for the Head of Department

VI. Code of Conduct for the Principal

VII. Code of Conduct during COVID



CODE OF PROFESSIONAL ETHICS FOR THE TEACHERS

Teachers and Their Responsibilities

• A teaching professional is expected to uphold the ideals of the profession, maintaining a consistency between their principles and actions. Teachers are constantly observed by their students and society, and therefore, should embody the national educational ideals they aim to instill in their students. Teachers should be calm, patient, amiable, and communicative.

Teachers should:

- Manage their personal affairs in a manner befitting their professional dignity.
- Pursue continuous growth and skill enhancement through ongoing study and research.
- Offer constructive opinions and contribute to knowledge by participating in professional meetings, seminars, and conferences.
- Actively engage in professional organizations to enhance education and their profession.
- Carry out their teaching, tutorials, practical's, seminars, and research responsibilities with dedication and diligence. They should also support the college and university's educational functions, including assisting with admissions, guiding students, and contributing to the administration of examinations through invigilation, supervision, and evaluation.
- Participate in extension, co-curricular, and extra-curricular activities, including community service.
- Avoid inciting students against peers, colleagues, or the administration.

Teachers and Students

Teachers should:

- Respect students' rights to express their opinions.
- Treat all students impartially, regardless of caste, religion, political, economic, social, or physical characteristics.
- Recognize individual differences and needs, working to address them effectively.
- Encourage students to achieve their full potential, inspire personal development, and promote community welfare.
- Be friendly and non-vindictive towards all students.
- Guide students without expecting rewards or remuneration.
- Help students understand national heritage and goals.
- Teachers and Colleagues]



Teachers should:

- Treat their professional peers with respect and dignity.
- Communicate respectfully and assist each other in professional development.
- Avoid making unsubstantiated allegations against colleagues.
- Ensure that personal biases of caste, creed, religion, race, or sex do not influence their professional conduct.

Teachers and Authorities

Teachers should:

- Fulfill their professional duties in accordance with existing rules and procedures. They should also work through institutional bodies and professional organizations to address any rules that may negatively impact their professional interests.
- Refrain from engaging in additional employment or private tuition that might interfere with their professional responsibilities.
- Support institutional policy formulation by accepting and fulfilling roles and responsibilities as required.
- Collaborate with authorities to enhance institutional operations while maintaining professional dignity.
- Adhere to the terms of their appointment contract.
- Avoid taking leave except for unavoidable circumstances, and provide prior notice whenever possible, ensuring the completion of their academic responsibilities.

Teachers and Non-Teaching Staff

- Teachers should regard non-teaching staff as colleagues and partners within the educational institution.
- Teachers should support the functioning of joint staff councils that include both teaching and non-teaching staff.

Teachers and Society

Teachers should:

- Recognize education as a public service and keep the public informed about the educational programs provided.
- Strive to improve education and contribute to the community's moral and intellectual life.
- Stay aware of social issues and participate in activities that promote societal progress.
- Fulfill their civic duties, engage in community activities, and accept public responsibilities.
- Refrain from participating in or supporting activities that promote division among communities, religions, or linguistic groups, and actively work towards national integration.

