

Code of Conduct for Principal

The Principal of the college is governed by J&K GOVERNMENT CIVIL SERVICE RULES, 1979. The recruitment, promotion and superannuation are governed by service rules of the Dept. of Higher Education, Govt. of J & K, and The University of Kashmir Act, 1969 (Act No. XXIV of 1969) outlined as under:

- > SRO-284, dated - 09/09/2009 – J & K Govt. Degree Colleges (Adoption of UGC Revised Pay Scales) Rules, 2009
- > SRO-51, dated - 04/03/2014 – Amendment in the J& K Govt. Degree Colleges (Adoption of UGC Revised Pay Scales) Rules, 2009
- > SRO-243, dated - 31/5/2018 – J & K Govt. Degree Colleges (Adoption of UGC Revised Pay Levels) Rules, 2018
- > SRO-294 - J&K Reservation Act (2005)
- > J& K Civil Service Regulations (Vol. I)
- > J& K Civil Service Regulations (Vol. II).
- > The Srinagar and Jammu Cluster Universities Act, 2016.

Besides this:

- The Principal is the academic and administrative head and DDO of the institution, and works for the growth of the institution.
- Principal is authorized to implement the policies framed by the central/state government from time to time, but takes due suggestions from various academic/administrative bodies in this behalf.
- Principal is authorized to nominate coordinators, conveners and other functionaries in the college administration.
- Frequently conducts academic audit and meetings of the college committees as per the norms in vogue.
- To coordinate and motivate the faculty, establishment staff and the supporting staff so as to play their respective roles more effectively.
- Principal also ensures quality assurance assisted by coordinator and members of IQAC.
- Principal works for the common goal of providing effective technical education and guidance, to enable the students to carve out promising career and lifelong learning.

Code of Conduct for Teachers

The employees of the college are governed by service rules of J & K GOVERNMENT CIVIL SERVICE RULES, 1979. The recruitment, promotion and superannuation of teaching staff are governed by service rules of the Dept. of Higher Education, Govt. of J&K and The University of Kashmir Act, 1969 (Act No. XXIV of 1969) outlined as under:

> SRO-284, dated - 09/09/2009 – J & K Govt. Degree Colleges (Adoption of UGC Revised Pay Scales) Rules, 2009.

> SRO-51, dated - 04/03/2014 – Amendment in the J& K Govt. Degree Colleges (Adoption of UGC Revised Pay Scales) Rules, 2009

> SRO-243, dated - 31/5/2018 – J & K Govt. Degree Colleges (Adoption of UGC Revised Pay Levels) Rules, 2018.

> SRO-294 - J&K Reservation Act (2005).

> J& K Civil Service Regulations (Vol. I).

> J& K Civil Service Regulations (Vol. II).

> The Srinagar and Jammu Cluster Universities Act, 2016.

- Besides this, there is a separate code of conduct for teachers adopted by the college. Teachers must report and leave at proper time as per the official schedule and mark their in and out timings on biometric attendance. Also prior permission should be obtained for reporting late to duty or leaving early from duty, which along with other leaves are granted as per the existing leave rules.

- Besides academics, teachers must proactively take part in other co-curricular and organizational activities assigned to them from time to time.

- It is obligatory on the part of the teachers to complete the syllabi in time.

- Staff members are encouraged to contribute towards research by taking-up research projects and consequently publishing their work in reputed journals. For quality improvement and personality development, they are permitted to participate / present papers in seminars & conferences, attend subject specific refresher courses and other quality improvement programmes.

- No teacher should involve himself / herself in any act of moral turpitude which may cause impairment or bring disrepute to the institution. Teachers must follow formal dress code.