

# Maharaja Bir Bikram College

## Code of conduct

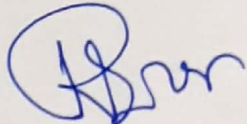
Being a government college, Maharaja Bir Bikram College is governed by the Directorate of Higher education and should follow the code of conduct stipulated by the state government. As the college is affiliated by the M.B.B University, it also follows the rules and regulations of that University. Besides those, college has set up a code of conduct on its own for smooth functioning of the college.

### Students' Code of Conduct

1. Students should come to the college with college uniform maintaining suitable decency and punctuality.
2. Students should carry their valid Identity card / fee card every day in the college.
3. Ragging or sexual harassment in any form is strictly prohibited.
4. Right to access girls' common room is reserved only for the girl students of the college
5. Any damage for defacement of college property is a punishable offence.
6. Use of mobile phone in the classroom, examination hall and library area are strictly prohibited and liable for punishment.
7. Smoking, spitting, or chewing tobacco, consuming Pan masala, gutkha product, alcohol consumption or use of any narcotic drugs is strictly prohibited in the college premises.
8. Students are forbidden from inviting friends from other institutions and outsiders to the College.
9. Silence should be maintained in the college library. Loitering and gossiping in the classrooms and corridors are strictly prohibited. Use of abusive words, slangs are strictly prohibited.
10. Students should help to keep college premises and classrooms neat and clean and maintain the greenery and biodiversity of the college premises. Everyone must use dustbin for garbage. Use of plastic is prohibited in the college area. Writing on walls, pillars, bathrooms, furniture and unauthorized parking are strictly prohibited.

Team  
24/2/23



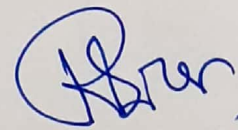
  
24-2-23  
DR. NIRMAL BHADRA  
Principal  
M.B.B. College, Agartala.

## Code of conduct for Administrative/ Non-teaching staff

1. All the employees of the college should maintain professionalism and office decorum.
2. All the employees should follow the rules laid down by the authority.
3. Administrative /Non-teaching staff should not remain absent from duties without prior permission.
4. All the employees should have work together with spirit of cooperation to run the institutional responsibilities smoothly.
5. Exercise of self-discipline and always restrain and deal positively with other teaching and non-teaching staff, students, and general public should be maintained.
6. Practice mutual respect, trust, and confidentiality during admission, examination, and other important academic affairs.
7. Respect and maintain the hierarchy in the administration.
8. Develop friendly and cooperative relationship with faculty members, provide full cooperation and support to the faculty members for development of the college.
9. Refrain from allowing considerations of caste, creed, religion, political identity, race, or gender in their professional endeavour.
10. Should help to keep college premises and classrooms neat and clean and maintain the greenery and biodiversity of the college premises. Everyone must use dustbin for garbage. Use of plastic is prohibited in the college area. Writing on walls, pillars, bathrooms, furniture are strictly prohibited.

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## Teachers' code of conduct

1. Faculty members should maintain the dignity of their profession and decorum of their respective post. They should Manage their private affairs in a manner consistent in the dignity of their profession.
2. Faculty members should cooperate with the authority for the betterment of institutions. They must cooperate and assist in carrying out functions relating to the educational responsibilities of the college.
3. Faculty members should avail their leaves with prior intimation and following the regulations.
4. Faculty members must respect the confidentiality of all information regarding examination affairs as well as matters dealing with colleagues and students.
5. Faculty members should seek to make professional growth continuous through study and research.
6. They should deal justly and impartially with the students regardless of their caste, creed, political identity, gender, economic, social, and physical characteristics.
7. They should participate in extension, co-curricular and extra-curricular activities including community service.
8. They should make themselves available to the students' even beyond their class hours and help and guide students without any remuneration or reward.
9. Faculty members should inculcate patriotism and discipline among students. They should inculcate effective communication, social and professional skills among students to make them better citizens.
10. Faculty members should help to keep college premises and classrooms neat and clean and maintain the greenery and biodiversity of the college premises. Everyone must use dustbin for garbage. Use of plastic is prohibited in the college area. Writing on walls, pillars, bathrooms, furniture are strictly prohibited.

Accepted  
24/2/2023



24-02-23

DR. NIRMAL BHADRA  
Principal  
M.B.B. College, Agartala.