

## CODE OF CONDUCT

Netaji Subhash Mahavidyalaya is governed by the Directorate of Higher Education, Government of Tripura and is affiliated to Tripura University (A Central University) and enjoys little freedom in terms of framing of administrative and academic rules and regulations. However, the college has put in place a “Code of Conduct” on its own for its smooth functioning.

- All the employees have to maintain professionalism and follow office decorum.
- Faculty members, office staff and students have to work together in a spirit of co-operation and harmony for achieving excellence.
- Emphasis should be given on effective two way communication between the educator and educand.
- Students should be in college uniform and carry identity card issued by the college authority.
- Students should not use any form of abusive language.
- Shouting, screaming in loud voices or engaging in loud conversation or discussion while walking down the corridors during class hours is strictly forbidden.
- Loitering and engaging in gossips in classroom corridors are not allowed during class hours.
- Students of all disciplines should enter their respective classes according to the published timetable.
- Students of science departments must treat their theory and practical classes with equal importance. They must adhere to laboratory norms and follow safety precautions while within the laboratory and should wear apron wherever mandated.
- Silence should be maintained in the Library and reading room.
- Carrying food items into the library and reading room is strictly prohibited.
- Mobile phones should be kept either switched off or in silent mode while inside the library or reading room.
- Everybody should use blue and green dustbins to dispose non-biodegradable and biodegradable garbage respectively to keep the college litter free.
- Use of plastic in the college campus is strictly prohibited.
- Every stakeholder should be alert and vigilant and to report any misuse, damage or defacement of college property including e-resources and college website.
- Lights and fans should be switched off while coming out of a classroom.
- Water taps should be turned off after use to save water.
- Sale and consumption of tobacco products is strictly prohibited in and around the campus.
- Ragging and Sexual Harassment in any form is strictly prohibited in the campus.
- Students are not allowed to use the college premises and the college property to host any event without permission.
- Problems related to ragging, use of tobacco, sexual harassment should be informed to the concerned committee by dropping complaint in the designated complaint box provided.