



## **POLICY ON CODE OF CONDUCT**

# **MELAMORA COLLEGE**

Melamora, Golaghat, Assam -785702

Website - [www.melamoracollege.com](http://www.melamoracollege.com)

# **POLICY ON CODE OF CONDUCT**

## **Introduction:**

Since its inception in 1987, Melamora College has been sincerely invested in pursuing excellence and integrity in all its endeavors. The administrators, employees and students of Melamora College are expected to act in accordance with the highest standards of personal and professional integrity, honesty and ethical conduct. The Policy on Code of Conduct has been formulated to lay down guidelines and norms to be followed by all stakeholders to ensure good conduct and ethical practices in the College. All the staff and students enrolled in the college shall positively engage in the college activities within this Code of Conduct framework along with the general code of conduct prescribed by the Statutory Regulatory Authorities. This Code may be amended or supplemented from time to time by the administrative body of the College. The Code of Conduct shall be incorporated for the various stakeholders on campus in the form of dedicated Handbooks. The document shall also be available for access on the official website of the college.

## **Scope:**

The College code of conduct will be incumbent upon all students, teachers and non-teaching staff of Melamora College. They shall follow and abide by the policies and regulations of Melamora College and act according to the vision and mission of the college.

## **Purpose:**

The college code of conduct serves to:

- Clarify the mission, values and principles of Melamora College and link them with standards of professional conduct.
- Create a safe and structured learning environment that will promote the college's goals for learning.
- Serve as a guiding principle about ethical and professional conduct for students, teachers and non-teaching staff affiliated within the institute.

- Impartially address the requirements and grievances of all the stakeholders and provide mechanisms.
- Help prevent and detect ethical or legal violations.

### **Implementation:**

Enforcement of the Code of Conduct shall be ensured through the Code of Conduct Monitoring Committee. The committee shall be responsible for:

- Identifying and incorporating the Code of Conduct for the students, teachers, librarian, administrators and other college staff in dedicated handbooks.
- Reviewing the Codes at specific intervals and reprinting the Handbooks whenever necessary.
- Monitor adherence to the Code of Conduct by periodic announcements to the stakeholders in the form of notices, circulars etc.
- Periodically organize various programmes to sensitize the various stakeholders on ethics and responsibilities.