

CODE OF CONDUCT FOR PRINCIPAL

- 1) Academic development of the college.
- 2) Participation in teaching, training, and Research work in college.
- 3) Contribute in planning and implementation of Academic programme such as Seminar in service and other training programme organized by the college, for Academic competence of the faculty members.
- 4) Management of college Library, Gymkhana and Hostels.
- 5) Admission of Students and Maintenance of discipline in the college.
- 6) Maintenance of Accounts, Receipts, Expenditures and submission of quarterly Statement of Accounts to the Management and to the Local Managing Committee.
- 7) Compliance of provision of Accounts Code.
- 8) Correspondence relating to the Administration of college.
- 9) Supervision of curricular, co-curricular, extra-curricular, Administration, Welfare of the college and maintenance of records.
- 10) Observance of Statutes, Acts, Ordinances, Regulations, Rules and other Orders issue there under from time to time.
- 11) Supervision of college Examinations, setting of question papers for the college Examinations, Moderation, Assessment of Answer papers and other work pertaining to the Examinations as assigned.
- 12) Any other work relating to the college as may be assigning to him by the Competent Authority from time to time.
- 13) Assessing reports of Teachers and maintenance of Service Book.
- 14) Safe-guard the interests of Management, Teachers, Non-Teaching Staff Members.
- 15) Timely submission of Returns, information to different Authorities' viz. Government, University, University Grants Commission, and Management related in Accounts matters.