

JAYAMUKHI INSTITUTE OF TECHNOLOGICAL SCIENCES

(An Autonomous Institution)

I. CODE OF CONDUCT FOR FACULTY AND STAFF

Every employee will be ruled with the aid of these policies and is responsible for all consequences within the occurrence of any violate of regulations through him / her:

1. Every employee shall keep integrity of their personality, be committed to his / her responsibilities and be truthful and fair in his / her official dealings. An employee shall be courteous and well mannered in his / her communication with the Management, Principal, other individuals of body of workers, students and with participants of the community. He / she shall show utmost loyalty and shall constantly act within the pleasant pastimes of the college.
2. An employee shall be required to view the scheduled operating hours for the duration of which he / she must be present on the place of his / her job. No worker will be absent from duty without earlier permission. Even throughout run off or holiday, no employee shall leave campus except with the earlier permission of the position authority. Whenever leaving campus, an employee shall inform the Principal in writing, passing through the respective H.O.D, or directly, if he / she show up to be the H.O.D, citing the touch deal with at some point of the period of his / her absence from the institution.
3. No staff members shall be the member of any political party or shall participate in politics or be connected with any alliance or organization, which takes component in political hobby; nor shall support or help in any political motion or activity.
4. No staff shall make any announcement, publish or write through any media, which has a negative effect/ criticism of any coverage or motion of the college; or is deemed harmful to the profits of the college.
5. No employee can have interaction immediately or indirectly in any alternate or any private institution or undertake employment outdoor his professional mission, whether for any monetary advantage or not.
6. An employee in opposition to whom an insolvency intending is pending before a Court of Law shall forthwith record full information to the college.
7. An worker against whom any crook complaints are initiated in a Court of Law shall right away tell the competent authority of the college with complete information.
8. No employee shall except with prior permission of the organization, can take alternative to the rules or to the press for the justification of any legitimate act of the institution which has been the subject rely of grievance or attach offensive personality.


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9. Whenever an employee needs to put forth any claim or seeks compensation of any injustice, he / she have to forward his / her case in writing through right channel to the authority and shall not forward this kind of boost copies of his / her utility to any higher authorities unless the competent authority has ejected his / her declare or refused redressal of the complaint or has delayed the problem beyond an inexpensive time.
10. An employee who commits any offence or recklessness of responsibility or does an act damaging to the interest of the college is concern to an enquiry and punishment by means of the position authority. However, any employee aggrieved with the decision of the position authority may plea against such punishment or resolution within 15 days of receiving the orders of the decision to the Management and the choice of the Management there on is very last and binding on the employee.
11. No employee shall slot in strike or incitements, therein or parallel actions such as absence from work or forget of obligations or take part in hunger strike etc. Violation of the rule will amount to misconduct and entice deterrent punishment.
12. The staff, she or he, will attend his/her duties in a civilized dressed or within the dress code, if prescribed for them, as the case can be. And, forever, put on the image identification tag as prescribed.
13. No worker will purpose for any damage of products, devices or gadget, apparatus intentionally, in an effort to appeal to intense punishment such as deduction of the value from the salaries or elimination from services, as may be decided by way of the enquiry committee.
14. All the employees will strive to hold the premises/campus of the College hygienic, clean and neat, and make a contribution to the spirit of Swachh Bharat.



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II. CODE OF CONDUCT FOR STUDENTS

Students are members of the Autonomous College and citizens of the state. As citizens, students are responsible to the community of which they are a part, and, as students, they are responsible to the academic community of the college.

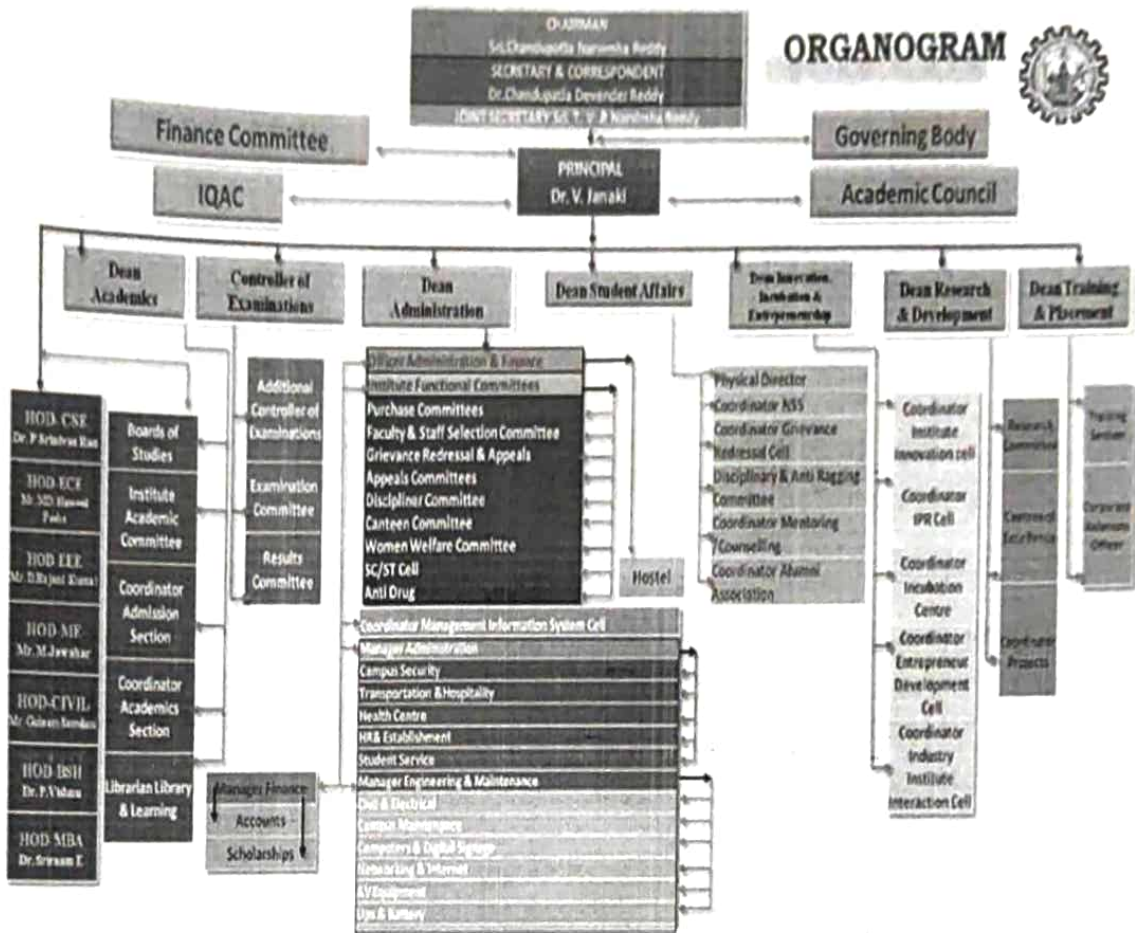
JITS Autonomous college of Engineering to foster the scholarly and civic branch of its students in a secure and comfy gaining knowledge of surroundings and to guard the humans, properties and approaches that aid the Autonomous organization and its assignment.

RESPONSIBILITIES OF STUDENTS

1. The JITS Engineering students are expected to represent themselves honestly in all oral or written statements. The student will not intentionally pretend any material fact to other students, faculty, staff, prospective employer, or anyone else while representing themselves as a member of the JITS Engineering community.
2. The JITS Engineering students are probable to correspond to their academic product honestly and moderately. The student will not knowingly use any deceitful method to gain an unfair advantage over other students in academic pursuits.
3. The students are expected to respect the materials, data, and property of other members of the JITS Engineering community. The student will not misuse or misappropriate the materials, data, or other property of another.
4. The students must be regular and punctual in their studies and maintain attendance as per the rules of college.
5. The students are probable to develop a sense of belongingness to the institute. Keep it up-right and clean and create a friendly environment conducive for studies.
6. Students should perform, dress and project their image like dignified, reputable citizens of the Country.
7. The students must be discipline and Indiscipline attracts punishment. They must observe self-imposed discipline in all activities, studies as well as other ones related to their stay in the College / Hostel.
8. Students ought to examine the notices board oftenly, from notice board, college website, Whets App groups so as not to overlook any important data.
9. Their movement should mirror appreciate for the college participants and must inculcate a spirit of fellow- feeling and mutual appreciate among themselves.
10. They ought to examine proper silence within the instructions/library and avoid making noise and they must examine timings in the office and the library that allows you to avoid unnecessary disturbance/over-crowding.
11. Student should complete the term work as in keeping with schedule. If the pupil fails to finish the term work his/her term will no longer be granted and he/she will no longer be allowed to appear for the Examination.
12. Students should not attempt to copy in the Test/ Examination.
13. Student shall maintain their parents knowledgeable regularly about their overall performance in research and different troubles if any. They ought to additionally make the charge of College/Hostel dues adequately in time.



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Janaki

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