

## Jayoti Vidyapeeth Women's University, Jaipur

## **Code of Conduct for University Officers**

All the University Officers must adhere to the following Code of Conduct.

- 1. The University Officers are required to implement the provisions as mentioned in the acts and statues that govern the University and present in every official meeting.
- 2. The University Officers are required to follow the provisions as mentioned by the University Authority, State and Central Government from time to time.
- 3. It is the duty of the University Officer to implement such policies as designed by the University Authority for realization of University Statement of Core Values, Commitments, Vision and Mission.
- 4. The University Officer must show courteous behaviour towards all the authorities, coworkers, subordinates and students.
- 5. The University Officer should keep the policies and procedures updated as per the feedback received from stakeholders.
- 6. The University Officers must respect the confidentiality of information received in the performance of their duties as per the nature of the work assigned to them.
- 7. Any complaints alleging a breach of this Code shall be referred to their officer senior to them and then to the University Authority.
- 8. The University Officer must not make any discrimination to any individual on the basis of gender, age, colour, religion, any other category protected by applicable law, in the administration of its policies.
- 9. The University Officer must be responsible to promote a safe, secure, healthy learning and working environment for all University students, staff members, administrators and visitors.

Registrar