



# **BVK COLLEGE**

**DWARAKANAGAR, VISAKHAPATNAM**  
**AFFILIATED TO ANDHRA UNIVERSITY**  
**RECOGNISED UNDER 2(f) & 12(b) UGC Act 1956, New Delhi**  
Mail Id: [officebvkcollege@gmail.com](mailto:officebvkcollege@gmail.com)

## **1. CODE OF CONDUCT :**

a) All the teachers and other employees are expected to be exemplary in their public and private life. They should believe, think , act and behave in accordance with the ideals and programs of ‘VIDYA BHARATHI ‘ , an all India Educational Organization to which Bharateeya Vidya Kendram is affiliated. Their loyalty, sense of dedication and integrity of character at all times should be inspiration to the young students entrust to their care.

b) Every teacher or employee shall be governed by the following code of conduct  
No teacher shall,

- i) Knowingly or willfully neglect his duties or shall attend the school/College and other works late habitually.
- ii) Propagate through teaching or otherwise, communal, sectarian outlook, or incite or allow any student to indulge in communal and sectarian activities.
- iii) Discriminate against any student on the ground of sex, caste, creed, language, color , place of origin , social and cultural background or any of this kind.
- iv) Indulge in or encourage any form of mal-practice connected with examination or any other school/College activity.
- v) Show sustained neglect in doing class work, correcting of class work and home work done by the students.
- vi) Engage any other class other than the class assigned by the head of the institution.
- vii) Remain absent from the school/College without leave or without previous permission of the head of the institution, unless the absence is due to reasons beyond the control of the teacher. In such case, the teacher on return should explain in writing the reason for the absence and get the necessary sanction for condoning the absence.
- viii) Accept any job (full-time or part-time) of remuneration character from any source other than the school/College or give tuition to any student or other persons or engage himself in any business or shall send his application for employment elsewhere except through proper channel.
- ix) Engage himself as selling agent or canvassing for any firm or organization.
- x) Ask for or accept, except with the previous sanction of the employee, any contribution or otherwise associate himself with any type of raising fund programs either in cash or in kind.
- xi) Enter into any monetary transaction with any student or parent, nor shall exploit his influence for personal ends or shall he conduct his personal matters in such a manner that he has to incur a debt beyond his means to repay.



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- xii) Practice or incite any student to practice casteism, communalism or untouchability.
- xiii) Cause or incite any other person to cause any damage to school/College property.
- xiv) Behave or encourage any other student, co-employee to behave in a rowdy or discourteous or bad manner in the school/College premises.
- xv) To be guilty of, or encouraging violence or any conduct which involves moral turpitude.
- xvi) Be guilty of misbehavior or show cruelty or use abusive and foul language against any student, co-employee or parent or guardian or indulge in rumor mongering and scandal spreading and character assassination.
- xvii) Involve in accepting bribes and other gratis from any person for their work in the school/College
- xviii) Involve in embezzlement of funds or misappropriation of stealing the monies of the school/College or involve in the arts of forgery of any kind.
- xix) Organize or attend any meeting during the school/College hours except when permitted by the head of the institution.
- xx) Organize or attend any meeting to protest against the employer or abuse the acts or the employer of members of the Management.
- xxi) Use liquor or narcotics in the school/College premises and sleep in the school/College premises during working hours.
- xxii) Indulge in unlawful, and anti-social activities like theft or fraud and criminal acts.

The breach of any condition(s) specified above shall be deemed to be breach of the code of conduct.

c) An employee may however be allowed:

- i) To appear for examinations to improve his qualification with the permission of the principal.
- ii) To become or continue to become a member of any religious literary, social, scientific or professional organizations or cooperative societies with the permission of the M.C.
- iii) To organize or attend any meetings of the aforesaid organizations outside the school/College hours with the permission of the principal.

IV) To make any representation to the management for the redressal of any Bonafide grievance, subject to the condition that such a representation is not made in indecent language.