



CMS COLLEGE OF SCIENCE & COMMERCE

(Autonomous)

Chinnavedampatti, Coimbatore - 641 049

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(Affiliated to Bharathiar University, Coimbatore, approved by AICTE, New Delhi)

Re-accredited with 'A+' Grade by NAAC (3rd Cycle) | STAR College Under DBT, Ministry of S&T, Govt. of India
'College with Potential for Excellence' Conferred by UGC, New Delhi)

CODE OF CONDUCT FOR NON-TEACHING STAFF

- All members of the supporting staff are expected to efficiently carry out their duties in accordance with institutional norms.
- Collectively, it is the responsibility of the supporting staff to collaborate and work towards achieving the institutional core values and targets set by leaders.
- Maintaining a harmonious relationship with teaching faculty, students, and other administrative staff is essential for the smooth functioning of the institution.
- The supporting staff is required to provide full support to departmental initiatives, including the development of labs and the maintenance of instruments/equipment. Discrimination based on caste, creed, language, place of origin, social and cultural background towards any student is strictly prohibited for the supporting staff.
- Full-fledged support for colleagues and other faculty members in all academic and administrative activities is expected from the supporting staff.
- Striving to enhance technical and non-technical skills related to their job is a commitment the supporting staff should undertake.
- Efforts should be made by the supporting staff to pursue higher education.
- Professional activities are to be conducted through proper channels by the supporting staff.
- Absence from duties without prior permission from authorities is not permitted for the supporting staff.
- Engaging in any form of business or external assignments during service is strictly prohibited for the supporting staff.
- Participation in unethical activities that disrupt the harmony of the institution is not acceptable for the supporting staff.
- Damage to the institution's properties is strictly prohibited, and maintaining individual morality both inside and outside the campus is emphasized for the supporting staff.



PRINCIPAL

C.M.S.College of Science & Commerce,
Chinnavedampatti, Coimbatore-641049