NIKHIL BANGA SIKSHAN MAHAVIDYALAYA
(Govt. Aided B. Ed. & B. P. Ed. College)
NCTE Recognized: NAAC Accredited : BSAEU & BU Affiliated
P.O. Bishnupur : Dist - Bankura
Phone –9434202242 : website- nbsmahavidyalaya.ac.in

01.04.2025

Code of Conduct of Nikhil Banga Sikshan Mahavidyalaya

Code of Conduct for the Non-Teaching Staffs

- Every non-teaching staff has to obey the orders of the Principal of the College.
- Non-teaching staff will carry out their duties as instructed by the authorities to whom they are attached.
- Non-Teaching staffs must report in time to duty as per the working hours prescribed and should be available in the campus unless and otherwise they are assigned duties elsewhere.
- Leave will availed only after prior permission of the Principal
- Non-Teaching staff shall not leave the College premises without permission before 4.30 p.m.
- Non-Teaching Staff assigned to Laboratories should keep the Labs clean, maintain the equipment's properly and help the teacher during practical class.
- Every non-teaching staff report to duty at least 30 minutes in advance.
- All non-teaching staffs will respect and maintain the hierarchy in the Administration.
- All non-teaching staffs will exercise self-discipline and restrain at all times and deal positively with staff, students and the general public.
- All staffs will adhere strictly to the laws and regulations of the college.

PRINCIPAL

01/04/25

Principal
Nikhil Banga Sikshan Mahavidyalaya
Bishnupur (Bankura)

Nikhil Banga Sikshan Mahavidyalaya
Bishnupur, Bankura