



SACHIN DEBBARMAN MEMORIAL GOVT. MUSIC COLLEGE

Lichubagan, Agartala, Pin-799010

Website: - <https://www.sdmgovtmusiccollege.in> Email: - sdmgovtmusiccollege@gmail.com

Code of Conduct for Non- Teaching staff:

- Every staff employed in the college shall discharge his/her duties efficiently and diligently and shall conform to the rules and regulations.
- It shall be mandatory on the staff employed in the college to do any work in connection with an examination conducted by the University or any college, which he/she is required to do by the Principal of the College, as the case may be.
- No Staff employed in a college shall absent himself from his/her duties without prior permission. In case of sickness or absence on medical ground, a medical certificate to the satisfaction of the college authorities shall be produced within a week.
- No Staff employed in a college shall engage directly or indirectly in any trade or business.
- No staff employed in the college shall send any application for employment under any other agency or to DHE for any purpose, except through proper channel.

By Order
Principal, SDMGMC
Agartala