

Human Values & Professional Ethics

Brochure



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The basic aim of this brochure is to provide individuals in professional settings with a clear understanding of the importance of human values and professional ethics, as well as their practical application. By incorporating these principles into their professional lives, students and employees can navigate ethical challenges, foster a positive work culture, and achieve long-term success with integrity and responsibility.

Human Values

The basic aims and objectives of understanding and promoting human values are as follows:

1. The GGV ensures the inculcation of human values among its students, rooted in principles such as honesty, integrity, respect, fairness, empathy, and compassion. These values shape students behaviour, decisions, and interactions with others, both inside and outside the workplace.
2. The GGV helps students to serve as a moral compass when making complex decisions. By aligning their choices with values such as honesty and fairness, GGV ensure that their actions are ethical, transparent, and socially responsible.
3. The GGV cultivates a positive work culture based on trust, cooperation, and mutual respect. Organizations that prioritize human values foster an environment where individuals feel valued, empowered, and motivated to contribute their best.
4. The GGV helps students and employees understand the moral values that should guide their real-life professions and inspire moral and social responsibility.
5. The GGV appreciates the importance of protecting the fundamental rights of human beings and resolving moral issues in the profession.
6. The GGV promotes fairness and equality in all aspects of the organization, such as recruitment, promotions, decision-making, and resource allocation. Treat all employees fairly and ensure equal opportunities for growth and development.

The GGV also focuses on nurturing the character of students, faculty, and employees to instill respect for all, peaceful living, integrity, moral values, civic virtues, sharing, caring, honesty, valuing time, courage, cooperation, empathy, commitment, spirituality, and self-confidence. In view of the above, the GGV has framed the following principles for ethical and moral decision-making, serving as a guide for fostering harmonious relationships and a just society:

- The GGV family is expected to have respect for oneself and others, recognizing the inherent worth and dignity of all individuals, regardless of their background, beliefs, or characteristics. Respecting others means treating them with fairness, empathy, and consideration.
- The GGV family is expected to maintain integrity, involving being honest, truthful, and accountable for one's actions aligning one's behaviour with their values and principles, even in challenging situations.
- The GGV family is expected to exhibit compassion towards one another, showing kindness, empathy, and genuine concern for the well-being of others. Compassion promotes helping others, alleviating their pain, and fostering a sense of interconnectedness.
- The GGV family is expected to ensure justice for all, treating individuals impartially and ensuring equal rights and opportunities. Justice also includes holding people accountable for their actions and promoting a just and equitable society.
- The GGV family is expected to be responsible towards others, recognizing the impact of their choices and taking ownership of them. Responsible individuals strive to fulfil their duties and obligations towards themselves, others, and the broader community.
- The GGV family has the freedom to make choices and pursue their goals without undue interference. Freedom also includes respecting the freedom of others, as long as it does not infringe upon their rights or well-being.

The GGV has integrated the above guidelines into the organizational values and practices, consistently reinforcing them through leadership actions and organizational policies.

Code of Ethics for Teachers

Teacher should:

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;

- (v) Maintain active membership of professional organizations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorials, practical, seminars and research work, conscientiously and with dedication;
- (vii) Discourage and not indulge in plagiarism and other non-ethical behaviour in teaching and research;
- (viii) Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices and tradition;
- (ix) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation;
- (x) Participate in extension, co-curricular and extra-curricular activities, including the community service;
- (xi) Not park a vehicle in a no parking zone or in area earmarked for parking other type of vehicles;
- (xii) Not do rash driving on the campus that may cause any inconvenience to others;
- (xiii) Wear helmets while driving two wheelers in the university campus;
- (xiv) Maintain the speed limit for two-wheelers/ three wheeled/four wheeled vehicles in the university campus within 20 km per hour;
- (xv) Fasten Seat belt while driving four wheelers in the University campus; and
- (xvi) Not use of ear phone during walking and driving two wheelers/four wheelers.

Code of Ethics for Non-Teaching Employees

Every non-teaching employee of the University shall at all times:

- (i) maintain absolute integrity;
- (ii) maintain devotion to duty;
- (iii) do nothing which is unbecoming of a Government servant;
- (iv) commit himself to and uphold the supremacy of the Constitution and democratic values;
- (v) defend and uphold the sovereignty and integrity of India, the security of the State, public order, decency and morality;
- (vi) maintain high ethical standards and honesty;
- (vii) maintain political neutrality;
- (viii) promote the principles of merit, fairness and impartiality in the discharge of duties;
- (ix) maintain accountability and transparency;
- (x) maintain responsiveness to the public, particularly to the weaker section;
- (xi) maintain courtesy and good behaviour with the public;
- (xii) take decisions solely in public interest and use or cause to use public resources efficiently, effectively and economically;

- (xiii) declare any private interests relating to his public duties and take steps to resolve any conflicts in a way that protects the public interest;
- (xiv) not place himself under any financial or other obligations to any individual or organization which may influence him in the performance of his official duties;
- (xv) not misuse his position as civil servant and not take decisions in order to derive financial or material benefits for himself, his family or his friends;
- (xvi) make choices, take decisions and make recommendations on merit alone;
- (xvii) act with fairness and impartiality and not discriminate against anyone, particularly the poor and the under-privileged sections of society;
- (xviii) refrain from doing anything which is or may be contrary to any law, rules, regulations and established practices;
- (xix) maintain discipline in the discharge of his duties and be liable to implement the lawful orders duly communicated to him;
- (xx) maintain confidentiality in the performance of his official duties as required by any laws for the time being in force, particularly with regard to information, disclosure of which may prejudicially affect the sovereignty and integrity of India, the security of the State, strategic, scientific or economic interests of the State, friendly relation with foreign countries or lead to incitement of an offence or illegal or unlawful gain to any person;
- (xxi) perform and discharge his duties with the highest degree of professionalism and dedication to the best of his abilities;
- (xxii) not park a vehicle in a no parking zone or in area earmarked for parking other type of vehicles;
- (xxiii) not do rash driving on the campus that may cause any inconvenience to others;
- (xxiv) wear helmets while driving two wheelers in the university campus;
- (xxv) maintain the speed limit within 20 km per hour for two-wheelers/ three wheeled/four wheeled vehicles in the university campus;
- (xxvi) fasten seat belt while driving four wheelers in the University campus; and
- (xxvii) not use of ear phone during walking and driving two wheelers/four wheelers in the University campus.

Code of Ethics & Conduct for Students

- a) This Code shall apply to all kinds of conduct of students that occurs on the University premises including in University sponsored activities, functions hosted by other recognized student organizations and any off-campus conduct that has or may have serious consequences or adverse impact on the University's Interests or reputation.
- b) Each student must accept that
 - (i) He/she shall be regular and must complete his/her studies in the University.
 - (ii) In the event, a student is forced to discontinue studies for any legitimate reason, such a student may be relieved from the University as per university rule.
 - (iii) As a result of such relieving, the student shall be required to clear pending

hostel/cafeteria dues and if a student had joined the University on a scholarship, the said grant shall be revoked.

- c) University believes in promoting a safe and efficient climate by enforcing behavioral standards. All students must uphold academic integrity, respect all persons and their rights and property and safety of others; etc.
- d) All students must deter from indulging in any and all forms of misconduct including partaking in any activity off-campus which can affect the University's interests and reputation substantially.

The various forms of misconduct leading to punishment includes:-

- (i) Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, or sexual orientation, marital or family status, physical or mental disability, gender identity, etc.;
- (ii) Intentionally damaging or destroying University property or property of other students and/or faculty members;
- (iii) Any disruptive activity in a class room or in an event sponsored by the University;
- (iv) Unable to produce the identity card, issued by the University, or refusing to produce it on demand by campus security guards;
- (v) Participating in activities including:-
 - Organizing meetings and processions without permission from the University;
 - Accepting membership of religious or terrorist groups banned by the Government of India;
 - Unauthorized possession, carrying or use of any weapon, ammunition, explosives, or potential weapons, fireworks, contrary to law or policy;
 - Unauthorized possession or use of harmful chemicals and banned drugs;
 - Smoking on the campus of the University;
 - Possessing, Consuming, distributing, selling of alcohol in the University and/or throwing empty bottles on the campus;
 - Parking a vehicle in a no parking zone or in area earmarked for parking other type of vehicles;
 - Rash driving on the campus that may cause any inconvenience to others;
 - Driving two wheelers in the university campus without wearing helmets;
 - Not maintaining the speed limit within 20 km per hour for two-wheelers/ three wheeled/four wheeled vehicles in the university campus;
 - Driving four wheelers in the University campus without fastening seat belt;
 - Use of ear phone during walking and driving two wheelers/four wheelers;
 - Not disclosing a pre-existing health condition, either physical or psychological, to the university administration or wherever sought in the University, which may cause hindrance to the academic progress;
 - Theft or unauthorized access to others resources;

- Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise; pushing and shoving; inciting or participating in a riot or group disruption at the University.
- (e) Students are expected not to interact, on behalf of the University, with media representatives or invite media persons on to the campus without the permission of the University authorities;
 - (f) Students are not permitted to provide audio and video clippings of any activity on the campus to media without prior-permission;
 - (g) Students are expected to use the social media carefully and responsibly meaning that that they cannot post derogatory comments about other individuals from the University on the social media or indulging in any such related activities having grave ramifications on the reputation of the University;
 - (h) Theft or abuse of the University resources such as computers, other electronic resources, electronic communications facilities, systems, and services which includes unauthorized entry, use, tamper, etc. of university property or facilities, private residences of staff/professors etc. offices, classrooms, computers networks, and other restricted facilities and interference with the work of others is punishable;
 - (i) Making a video/audio recording, taking photographs, or streaming audio/video of any person in a location where the person has a reasonable expectation of privacy, without that person's knowledge and expressed consent is punishable;
 - (j) Indulging in any form of Harassment which is defined as a conduct that is severe and objectionable, a conduct that is motivated on the basis of a person's race, colour, national or ethnic origin, citizenship, sex, religion, age, sexual orientation, gender, gender identity, marital status, ancestry, physical or mental disability, medical condition is punishable.