



COLLEGE OF EDUCATION, NAGAON
AFFILIATED TO GAUHATI UNIVERSITY, RECOGNIZED BY NCTE
ACCREDITED BY NAAC (2014)
ESTD:1992

Code of conduct for Office staff:

- ❖ Office staff must have sense of loyalty to the college by being punctual and reliable in all duties of the college.
- ❖ Office staff must maintain strong relationships with students, staff and the parents of the students.
- ❖ Office staff must report to duty on time and be on duty during college hours. They must stay back after duty hours in case of additional requirement.
- ❖ Office staff must maintain honesty, integrity, fairness in all activities of the college.
- ❖ Office staff must maintain self-discipline and deal positively with all personal of the college.
- ❖ Consumption of addictive substance such as tobacco, cigarettes, alcohol etc. must strictly prohibit in the college campus.
- ❖ Office staff must keep the campus clean and hygienic. They must try to make the college campus plastic free

S Borah

Dr. Sewali Borah
Coordinator, IQAC
College of Education, Nagaon



B Baruah

Principal
College of Education
Nagaon (Assam)