

NATIONAL INSTITUTE OF AYURVEDA

JORAWAR SINGH GATE, AMER ROAD

JAIPUR - 302002 (RAJASTHAN) INDIA

PART IV

CODE OF CONDUCT FOR DIRECTOR, DEPUTY DIRECTOR & DEANS

1. Leadership and stewardship

Directors and Deans should promote the public sector values to employees through their exemplary behaviour. They are expected to encourage a strong culture of accountability where issues are raised early, decisions are implemented quickly and people operate within their delegated authority.

2. Complying with Establishing Legislation and Policies

Directors and Deans should comply with the legislation, ministerial charter, constitution, terms of reference or other document under which the Institute was established. They should also comply with any government policies and priorities or any ministerial directions that affect the Institute.

Directors and Deans are required to comply with the policies and procedures of the Institute including those related to conducting meetings, making decisions and keeping appropriate records.

3. Care, Diligence and Skill

Directors and Deans should exercise their powers with a reasonable degree of care, diligence and skill. Directors should regularly attend the meetings and actively involve in matters regarding financial, strategic and other implications of decisions. They must seek and consider all relevant information and ignore irrelevant information. They base their decisions on the best information available at the time, seek further information if necessary, and accept responsibility for their actions.

Directors should actively undertake the strategic planning and risk minimisation in the Institute.

4. Best Interests of the Public Entity

(डॉ. सन्जीव शर्मा)
(PROF SANJEEV SHARMA)
निदेशक DIRECTOR
राष्ट्रीय आयुर्वेद संस्थान
NATIONAL INSTITUTE OF AYURVEDA
जयपुर / JAIPUR

Directors and Deans should act in good faith in the best interests of the Institute. Directors do not allow their personal or professional interests or relationships to influence their judgement.

They should behave in a way that reflects well on their standing as a Director and Deans on the reputation of the Institute.

5. Proper Use of Position

Directors and Deans should use their position to promote the best interests of the Institute. They should not use their position to seek an advantage for themselves or another person or to cause detriment to the Institute.

They should not seek gifts or favours for themselves, members of their family or other close personal or business associates. In addition, they decline gifts or favours that may cast doubt on their ability to apply independent judgement.

6. Proper Use of Information

They should not use the information, including privileged information or commercially sensitive information, to obtain an advantage for themselves or another person or to cause detriment to the Institute.


Directors and Deans are well informed about freedom of information, privacy and protected disclosure legislation. They must respect confidentiality and use their discretion, prudence and good judgement when deciding how to treat information.

They should only disclose official information or documents when required to do so by law, in the legitimate course of duty, when called to give evidence in court or when proper authority has been given. They should confine their comments to facts and do not express personal opinion on official policy or practice.

7. Fairness and Impartiality

Directors and Deans should act fairly and impartially.

Directors and Deans should consider all relevant facts objectively when implementing government policy and programs to ensure equitable outcomes. They act in accordance with equal opportunity legislation which protects people from discrimination.

(PROF.  SHARMA)
(PROF. SANJEIV SHARMA)
निदेशक DIRECTOR
राष्ट्रीय आयुर्वेद संस्थान
NATIONAL INSTITUTE OF AYURVEDA
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Directors and Deans should be courteous to others. They respect human rights and foster a culture that is free of intimidation and bullying.

8. Financial Responsibility

Directors and Deans should act in a financially responsible manner. They should exercise care in relation to public funds and assets and, if applicable, comply with the Standing Directions of the Standing Finance Committee and the rules of the Financial Management Compliance Framework.

10. Honesty and Integrity

Directors and Deans should act with honesty and integrity. They comply with laws, policies and generally accepted standards of behaviour. They are open and transparent in their dealings. They should express their views genuinely, clearly and without ambiguity.

11. Conflicts of Interest and Duty

Directors and Deans should follow the policy on managing conflicts of interest and duty. Wherever possible, they should avoid any real, potential or perceived conflicts.



Director

(प्रो. संजीव शर्मा)
(PROF. SANJEEV SHARMA,
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