



**MAHE INSTITUTE OF DENTAL SCIENCES & HOSPITAL**  
Affiliated to Pondicherry Central University, Recognized by Dental Council of India  
Chalakkara, P.O. Pallor, Mahe-673 310  
U.T. of Puducherry. Ph : 0490 2337765

**7.1.9: Code of conduct handbook exists for students, teachers and academic and administrative staff including the Dean / Principal /Officials and support staff.**

- 1. The Code of conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the code of conduct**
- 3. Institution organizes professional ethics programs for students, teachers and the academic and administrative staff**
- 4. Annual awareness programs on the code of conduct are organized**

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**CERTIFICATE OF THE HEAD OF INSTITUTION**



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**Dr. ANIL MELATH, MDS.,**  
**PRINCIPAL**

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that, our Institution have Code of conduct handbook exists for students, teachers and academic and administrative staff including the Dean / Principal / Officials and support staff.

1. The Code of conduct is displayed on the website
2. There is a committee to monitor adherence to the code of conduct
3. Institution organizes professional ethics programs for students, teachers and the academic and administrative staff
4. Annual awareness programs on the code of conduct are organized details are given:

  
**PRINCIPAL**



**Dr. Anil Melath, MDS**  
Principal  
Mahe Institute of Dental Sciences & Hospital  
Chalakkara, P.O. Pallor, Mahe - 673310  
UT of Puducherry



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## **CODE OF CONDUCT**



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### CODE OF CONDUCT

#### INTRODUCTION:

Codes of conduct are the List of rules and regulations to be followed within the Institution. These are applicable for the staffs, students and employees of the institution.

#### Code of conduct for students:

1. All students should adhere to strict discipline within the college campus.
2. Students should work with best interest in patients and well-being of the community.
3. All students should strictly adherence to professional ethics.
4. Students should maintain decorum of the institution within campus.
5. All documentations of their theory, pre-clinical and clinical works should be completed in stipulated time of academic calendar.
6. Any in-disciplinary actions will be scrutinized strictly.
7. No act of violation of law such as weapon handling, man handling, etc will be allowed within the campus.
8. Students should not use mobile phones during their offline theory classes and during pre-clinical and clinical postings.
9. Regular attendance percentage is encouraged and no act of taking leave without prior permission or intimation to concerned faculties will be entertained.
10. Student will be allowed to appear for university examinations if and only if he/she fulfills the attendance percentage and no lenience will be granted on this issue. Absence due to medical concerns needs to be addressed to the head of institution and concerned head of department with supporting documents.
11. Students should have their own instruments during their pre-clinical hours. They should make sure strict sterilization of their instruments before operating on a patient in clinical hours.
12. Students should treat patients with humanity, humbleness and provide the right possible treatment ethically.
13. Students should dispose the biomedical waste generated during clinical postings in the concerned color coded bins. Should behave modestly and should not use unparliamentary language with patients.
14. Students should appear for their internal examinations without fail.
15. Ragging in any form of act is strictly prohibited in the campus. If found guilty and proven, stern disciplinary actions will be taken.

Dress code: all students should wear white coat during their pre-clinical and clinical hours.



Dr. Anil [Signature]  
Principal  
Mahe Institute of Dental Sciences & Hospital  
Chalakkara, P.O. Pallor, Mahe-673310  
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1. Male students should wear formal attire as tucked in shirt and pant. Should wear formal shoes and no T-shirts or Jeans are allowed.
2. Female students should wear modest dress. Their hair should be tied up and should not hinder during clinical hours. No jeans, T-shirts will be allowed.

**Code of conduct for staffs:**

1. All staffs must dress in a modest way during college working hours.
2. Should be responsible and should support for the orchestration and productivity of institutional activities.
3. Should perform their duties within their limits with consistently with diligence.
4. No teaching staff should discriminate students based on their caste, creed or colour, gender etc and should have no partiality.
5. Staffs should apply for leave beforehand. If not should intimate the concerned HOD and Principal on the day of leave before commencement of college and alternate arrangements should be made.
6. During classroom teaching staff should have high standards of teaching, use all technical aids to teach the subject to students. They should make sure they listen to the classes taken and they understand the subject.
7. During pre-clinical and clinical hours, teaching staff should make sure students improve on their dexterity, patient management and clinical skills.
8. Teaching faculty must make sure that students follow professional ethics.



**Dr. Anil Mefath, MDS**  
Principal

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U.T. of Puducherry.

## CODE OF CONDUCT FOR STUDENTS

1. All students should adhere to strict discipline within the college campus.
2. Students should work with best interest in patients and well-being of the community.
3. All students should strictly adhere to professional ethics.
4. Students should maintain decorum of the institution within campus.
5. All documentations of their theory, pre-clinical and clinical works should be completed in stipulated time of academic calendar.
6. Any in-disciplinary actions will be scrutinized strictly.
7. Ragging in any form of act is strictly prohibited in the campus, if found guilty and proven strict disciplinary actions will be taken.
8. No act of violation of law such as weapon handling, man handling etc will be allowed within the campus.
9. Students should not use mobile phones during their offline theory classes and during pre-clinical and clinical postings.
10. Regular attendance percentage is encouraged and no act of taking leave without prior permission or intimation to concerned faculties will be entertained.
11. Student will be allowed to appear for university examinations if and only if he/she fulfills the attendance percentage and no lenience will be granted on this issue. Absence due to medical concerns needs to be addressed to the head of institution and concerned head of department with supporting documents.
12. Students should have their own instruments during their pre-clinical hours. They should make sure strict sterilisation of their instruments before operating on a patient in clinical hours.
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15. Students should appear for their internal examinations without fail.

### Dress code:

1. All students should wear white coat during their pre-clinical and clinical hours.
2. Male students should wear formal attire as tucked-in shirt and pants. Should wear formal shoes and no T-shirts or jeans are allowed.
3. Female students should wear modest dress. Their hair should be tied up and should not hinder during clinical hours. No jeans, T-shirts will be allowed.

PRINCIPAL



Mahé, Kerala, India

MAHE INSTITUTE OF DENTAL SCIENCES AND  
HOSPITAL, Chalakkara, P.O Palloor, Mahe 673310

Lat 11.720309°

Long 76.538163°

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Dr. Anil Melath, MDS  
Principal

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