

Oriental College of Pharmacy

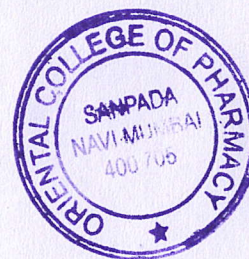
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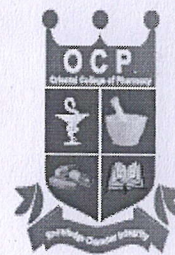
CODE OF CONDUCT FOR GOVERNING BODY

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ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY

(Approved by AICTE, PCI, D.T.E., Affiliated to University of Mumbai & Certified by ISO 9001:2008)



CODE OF CONDUCT FOR GOVERNING BODY

1. Introduction

The Oriental College of Pharmacy (OCP) 's governing body has been constituted by the All India Council for Technical Education (AICTE) guidelines, as outlined in Appendix 18 of the AICTE Approval Process Handbook. To ensure effective governance, members of the Governing Body must adhere to a clearly defined Code of Conduct that outlines their responsibilities and ethical standards.

This document is a comprehensive guide to the Code of Conduct for Governing Body members. Copies are available upon request and are published on the official OCP website.

2. Scope of the Code of Conduct

This Code applies to all members of the OCP governing Body and aims to ensure they always act in the institution's best interest.

3. Objectives

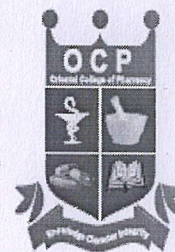
- a) Ensure adherence to ethical principles.
- b) Foster and sustain trust among stakeholders.
- c) Comply with all applicable laws and regulations.
- d) Promote best practices in governance and management across institutional activities.

4. General Guidelines

All Governing Body members must adhere to the following principles:

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4.1 Selflessness

Members shall act solely in the best interest of OCP.

4.2 Integrity

- a) Avoid obligations to individuals or organizations that may influence decisions on institutional matters.
- b) Please refrain from making decisions resulting in personal, financial, or material gain for yourself, your family, or your friends.
- c) Abstain from giving or receiving gifts, hospitality, or preferential treatment that may compromise impartiality.
- d) Compete ethically and honestly with other institutions, striving for excellence.
- e) Use institutional resources solely for the benefit of OCP and not for personal or external gains.

4.3 Confidentiality

- a) Respect the confidentiality of sensitive information, including:
- b) Personal data.
- c) Commercially sensitive information.
- d) Information received in confidence or critical to the Institute's reputation.
- e) Maintain discretion regarding discussions and decisions made during the Governing Body meetings.

4.4 Obligations/Commitments

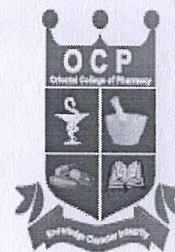
- a) Attend all Governing Body meetings whenever possible.
- b) Prepare thoroughly by reviewing relevant materials in advance.
- c) Participate in induction and continuous professional development to enhance governance capabilities.
- d) Monitor and enforce established institutional procedures.

4.5 Loyalty

- a) Demonstrate loyalty to OCP, contributing actively to its growth while respecting academic freedom.
- b) Uphold the highest standards of ethics in all decisions and actions.

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4.6 Building and Maintaining Relationships

- a) Foster effective relationships with OCP leadership, staff, and stakeholders.
- b) Communicate respectfully, courteously, and inclusively.
- c) Support the Chair in leading the Governing Body effectively.

4.7 Declaration of Conflicts of Interest

- a) Disclose any business, personal, or other interests that may conflict with the Institute's objectives.
- b) Declare conflicts of loyalty at the start of meetings and excuse oneself from discussions and voting on such matters.
- c) Act in the best interest of OCP without representing specific groups.

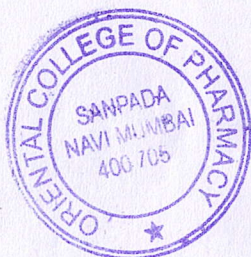
4.8 Transparency

Accept that, in the interest of transparency, full names, dates of appointment, terms of office, roles, and attendance records will be published on the OCP website.

5. Review

This Code of Conduct will be periodically reviewed to ensure its continued relevance and effectiveness in governing the activities of the Institute.

This document reflects the commitment of the Governing Body to uphold the highest standards of governance and ethical conduct.



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