

Code of Conduct

Under

Physically disabled

&

General Policies

PART A

This Handbook indicates the code of conduct for all the students and the staff of Sinhgad College of Commerce. All the staff and students must follow these codes of conduct and the rights/responsibilities including the restrictions flowing from it. All of them are requested to be well conversant with this Code, which can also be reviewed on the official website of the Institute.

❖ Facilities for Physically Handicapped Student.

Every student is having their own unique learning style but some students with physical disability struggle with some extra challenges. Sinhgad College of Commerce provides special facilities for the differently abled students and persons to provide them opportunities to acquire the quality education and to bring them into the main stream of the society. The college has a social responsibility and perception that physically disabled students should be respected and treated as a normal human being. We are always taking care of these students by providing some of the following facilities as code of policy defined,

1. Wheel Chair

Physical disabled students, if any, are provided the facility of **Wheelchair** at the entrance of the college. The chair is supported by the ramp which assist Our **Security at the entrance for the physically handicap student.**



2. Ramp/Rails

We have provided a special facility of ramp and rails for the differently abled students. The ramp is clearly visible and easily accessible for the concerned person. Wheelchair users can easily avail these facilities. Our college steps are facilitated with railing handles to assist climbing.



3. Wash Rooms / Rest Rooms

We have separate provision of **Restroom for people** with physical disabilities. They are clearly visible and accessible with tactile path ways directions. The sliding doors are wide enough and easily lockable from inside and easily releasable from outside. There is enough space inside. The floor surfaces are anti-slip. Arrangements like Mirrors, flushing, and dispensers are mounted at appropriate heights which supports the **separate washbasin**.



4. Scribes for Examination

We have facility for students who are in difficult situations to give the examination because of some accidents or physical disability. We provide them as per request and necessity scribes as per the policy of the UGC and Savitaribai Phule Pune University. The college allows the students to take the help of scribes in the examination as per the guidelines.

- a. The blind student may be allowed to select the scribe
- b. The qualification of the scribe need not be lower than that of the student, the scribe should not have the equivalent qualification (with the same subject area or specialization) pertaining to the examinations, for the student is appearing (for ex: a student can be a scribe who has completed B.A. or M.A. for the student who is giving B. Sc. Examinations)
- c. An extra time of 20 minutes per hour shall be allowed to the blind /physically disabled / hearing impaired candidate and the scribes.
- d. The students who are hearing impaired may have the language problems, due to this there are possibilities of grammatical mistakes, mistakes in building the sentences. So, such answer sheets shall be identified separately and evaluated with extra care.

5. Braille Keyboards/facilities

We have provided and facilitated the **Braille keyboards** for the blind students to assist in different college activities which are nessasory to be aligned their course work as per the university norms.

We help them to develop their language and other skills by giving them the access for various applications listed as below:

- 1) Seeing AI
- 2) Aira
- 3) Envision AI
- 4) Be My Eyes

PART B

General Code of Social & Environmental

We at Sinhgad College of Commerce, Kondhwa (Bk) established in 2001 since two decades we have comply the social and environmental ethics enrooted in the minds of the students and faculties which had been supported by the institution and college management.

1. E-Waste Collection Corner

The Electronic waste is one of the main environmental concerns issue towards the disposal of unused electronic stationary and appliances. It is a day-to-day problem of the society .We need to take an important task to do the assessment of the overall sustainability of e-waste, by taking into consideration the three pillars i.e. environmental, economic, and social.

We have adopted sustainable development strategies in order to give a positive impact on the community. We have provided a separate **E-Waste Collection box** for collecting the E-Waste. To promote this activity our National Service Scheme takes initiative **jointly with NGO's** in a surrounding area. The objective behind this is to promote a culture toward sustainability in e-waste management at college campus, and to nurture the student's mindset towards the social and environmental responsibility.



2. No Parking Zone/No Honking Zone

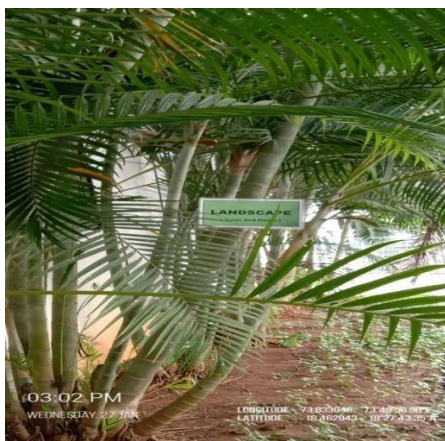
Our college is surrounded with ample of parking area which facilitates the parking provision guided and guarded by the security. **Parking stickers** are issued to all teaching and non-teaching staff. As a college with multiple courses from UG and PG classes which need a complete silence zone which helps the faculties to conduct the theory and practical sessions in a peaceful environment. So, the College is having **No Parking** and **No Honking Zone** for 500 meters from all directions.



3. Rain Water Harvesting/Tree plantation

Our college is spread in more than 3 Acres of land which helps us in the cultivation of more trees and plantation. This helps inculcates environmental awareness among the students by taking initiatives.

1. The Rain Water Harvesting system helps to increase the ground level water capacity which helps to get 24 / 7 water supply in the entire college.
2. The solar system is also functional which gets 10 KW Electricity as well as our hostels are fully equipped with the solar water system.



4. No Plastic Zone

Today, it is essential to pay more attention towards global warming. The use of plastic is one of the most prominent reason for the global warming. We have initiated a **Plastic ban zone** in the college premises. This had motivated students to understand the importance of the global warming issue which leads them to avoid the use of plastic products as it is harmful for health..

