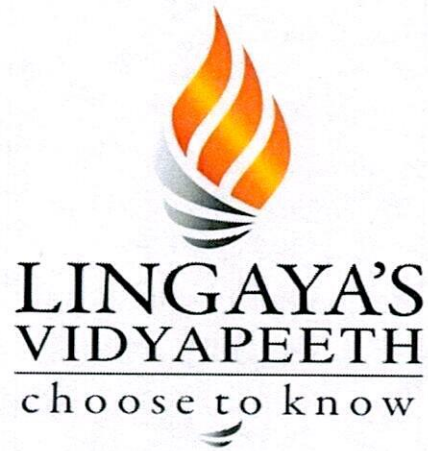


POLICY OF HUMAN VALUES AND PROFESSIONAL ETHICS



For LINGAYA'S VIDYAPEETH

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Lingaya's Vidyapeeth

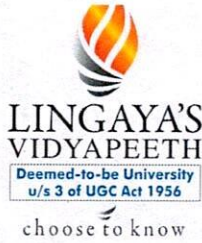
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POLICY OF HUMAN VALUES AND PROFESSIONAL ETHICS

1. PURPOSE AND OBJECTIVES

Lingaya's Vidyapeeth (Deemed to be University) is very much committed to the human values and professional ethics through the establishment of appropriate practices. This policy outlines measures taken by the Lingaya's Vidyapeeth to ensure the safety and security of its community members on campus. A hand book human values and professional ethics of Lingaya's Vidyapeeth aims to achieve the following objectives, like as:

The prime objective of knowing and prescribing to Human Values are as follows:

1. To understand the moral values that ought to guide the engineering profession,
2. To create an awareness on Engineering Ethics and Human Values.
3. To inspire Moral and Social Values and Loyalty.
4. To appreciate the rights of others.
5. Resolve the moral issues in the profession,
6. To justify the moral judgment concerning the profession.
7. Intended to develop a set of beliefs, attitudes, and habits that engineers should display concerning morality.

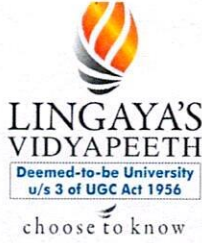
The prime objectives of the Professional Ethics are as follows:

1. Moral awareness (proficiency in recognizing moral problems in engineering like plagiarism and patenting)
2. Convincing moral reasoning (comprehending, assessing different views)
3. Moral coherence (forming consistent viewpoints based on facts)
4. Moral imagination (searching beyond obvious the alternative responses to issues and being

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receptive to creative solutions)

5. Moral communication, to express and support one's views to others.

This policy describes the authorities and responsibilities to carry out programs and operations that promote of human values and professional ethics. A committee has constituted for coordination of university.

2. POLICY STATEMENT

The Lingaya's Vidyapeeth is committed to promoting the "Human Values and Professional Ethics Policy" serves as a foundational document that outlines the principles, standards, and expectations governing the behavior of individuals within an organization. This policy is designed to foster a workplace culture that prioritizes integrity, respect, and ethical conduct, aligning personal values with professional responsibilities. University facilities must be used in a safe and appropriate manner so as not to endanger the university community or the general public. All faculty, staff, students, and other members of the university follow professional ethics for the of the institution and must conduct university activities and operations in compliance with applicable federal and state regulations and university policies.

- Outline overarching ethical standards applicable to all members of the university community, emphasizing the importance of ethical behavior in all activities.
- Highlight the commitment to fostering a diverse and inclusive environment, prohibiting discrimination and promoting equal opportunities for all.
- Clearly state expectations regarding integrity and honesty in all academic, research, and administrative endeavors.
- Address the importance of maintaining confidentiality and respecting the privacy of individuals in all university-related matters.
- Emphasize the commitment to fair and just treatment of all individuals within the university, discouraging any form of discrimination or bias.

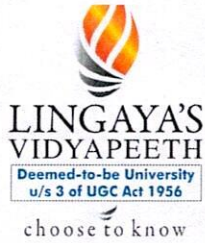
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- Define expectations for continuous professional development and competence, encouraging a commitment to excellence in all academic and professional pursuits.

3. DEFINITIONS

Professional Ethics:

Professional ethics refers to the set of principles and standards that guide the conduct and behavior of individuals within a specific profession or occupation. It establishes a moral framework that governs the actions and decisions of professionals, emphasizing integrity, honesty, accountability, and responsibility in their interactions with clients, colleagues, and the broader community. Professional ethics are designed to ensure that individuals in a particular field act in a manner that upholds the trust and confidence of stakeholders, maintains the quality and standards of the profession, and aligns with societal expectations. These ethical guidelines often address issues such as confidentiality, conflict of interest, competence, and the overall moral responsibilities associated with a given profession.

Human Values:

Human values are fundamental principles and beliefs that individuals or societies deem essential for guiding behavior and decision-making. These values serve as a foundation for ethical conduct and are often considered universal, transcending cultural, religious, or geographical boundaries. Common human values include honesty, integrity, compassion, respect for others, justice, fairness, and responsibility. Human values provide a framework for individuals to assess what is morally right or wrong, shaping their attitudes, choices, and interactions with others. In a broader sense, the recognition and promotion of human values contribute to the development of a just, compassionate, and harmonious society, emphasizing the importance of empathy, cooperation, and the well-being of all individuals. Integrating human values into various aspects of life, including professional settings, enhances the overall ethical fabric of a community or organization.

4. STRUCTURE

1. Chairperson as Senior Faculty or Administrator: An experienced and respected senior faculty member or administrator who can provide leadership, guidance, and impartiality.

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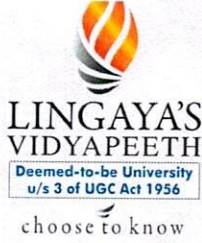
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2. Faculty Representatives: Representatives from various academic disciplines to ensure a broad perspective on ethical issues.

Senior and Junior Faculty: Both senior and junior faculty members to incorporate experience and fresh perspectives.

Ethics or Philosophy Expert: An individual with expertise in ethics or philosophy who can contribute a theoretical and ethical framework.

3. Student Representatives: Undergraduate and Graduate Students representatives from both undergraduate and graduate student populations to ensure a holistic understanding of student experiences.

Student Leaders: Active student leaders who can effectively represent the diverse interests of the student body.

4. Staff Representatives:

Administrative and Support Staff: Representatives from various administrative and support departments to address non-academic ethical issues and concerns.

Human Resources Representative: A representative from the human resources department to provide insights into workplace dynamics and employee relations.

5. External Ethics Expert:

External Ethicist or Professional : An external expert in professional ethics or a related field who can provide an objective and unbiased perspective.

6. Legal Advisor:

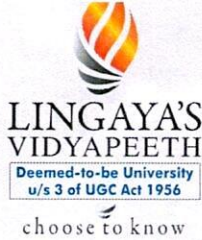
University Legal Counsel: The university's legal counsel or a legal expert who can offer guidance on legal implications and considerations related to ethical matters.

7. Community Engagement Specialist:

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Community Engagement Professional: An individual with expertise in community engagement to ensure the committee considers the broader societal impact of ethical decisions.

8. Diversity and Inclusion Officer:

Diversity and Inclusion Specialist: A specialist who focuses on diversity and inclusion to ensure that ethical considerations encompass a broad range of perspectives and experiences.

9. Health and Well-being Specialist:

Counseling or Mental Health Professional: A professional with expertise in mental health and well-being to address the emotional and psychological aspects of ethical issues.

10. Chair of Academic Integrity Committee (if applicable):

Academic Integrity Expert: If the university has a separate academic integrity committee, include its chair or a representative to ensure alignment between academic integrity and broader ethical considerations.

11. Administrative Support:

Secretary or Administrative Staff: Administrative support to facilitate meetings, maintain records, and coordinate communication.

12. Terms and Rotations:

Term Limits: Establish term limits for committee members to ensure a regular influx of fresh perspectives and ideas.

Rotations: Consider staggered rotations of members to maintain continuity while allowing for periodic changes.

13. Training and Development:

Ethics Training: Ensure that committee members receive ongoing ethics training to stay informed about evolving ethical standards and best practices.

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5.SCOPE AND APPLICABILITY

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This policy applies to all the stakeholders like as students, faculty, staff, parents and visitors of Lingaya's Vidyapeeth. The professional ethics policy should be follow by students, faculty, and staff are of utmost importance to Lingaya's Vidyapeeth.

- Each faculty, department, center, and administrative unit within the university is subject to the same policies regarding human values and professional ethics. It includes how administrators, personnel, instructors, students, and anybody else connected to the university behaves.
- Relevant to all university programs, graduate, undergraduate, and professional, both academic and non-academic. To create a learning environment that is values-driven, faculty members are obliged to incorporate ethical issues within the curriculum.
- Encompasses ethical considerations in research activities, promoting integrity, transparency, and responsible conduct of research. Addresses issues such as plagiarism, data integrity, and ethical treatment of human and animal subjects in research.
- It includes career assistance, counseling, and student support services, among other facets of student affairs, highlights the value of acting morally in relationships with staff, professors, and students.
- This policy may contain particular codes of behavior designed for administrators, faculty, students, researchers, and other organizations within the university community. These rules could cover particular moral issues that are pertinent to every group.
- Governs the ethical behavior of the university in its engagement with the local and global community. Encourages community service, outreach, and collaborative initiatives that align with ethical principles.
- Governs the ethical conduct of university administrators, governing bodies, and staff in decision-making processes and administrative functions. Promotes transparency, fairness, and accountability in the administration and governance of the university.
- Applies to collaborations, partnerships, and joint ventures entered into by the university with external entities. Ensures that the university's ethical standards align with those of its partners, promoting ethical

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behavior in all collaborative endeavors.

6. RULES AND REGULATION

- All members of the university community, including students, faculty, staff, and administrators, are expected to conduct themselves with integrity, honesty, and respect for others.
- Discrimination, harassment, or any form of unfair treatment based on race, gender, religion, ethnicity, or any other characteristic is strictly prohibited.
- Engaging in any form of academic dishonesty, including plagiarism, cheating, or fabrication of information, is grounds for disciplinary action.
- Individuals must respect and maintain the confidentiality of sensitive information obtained in the course of their academic, research, or administrative duties.
- Unauthorized access or disclosure of confidential information is strictly prohibited.
- Faculty and staff are expected to continually update their skills and knowledge in their respective fields to maintain professional competence.
- Providing accurate and up-to-date information in academic and professional activities is mandatory.
- Researchers must adhere to ethical standards in the design, conduct, and reporting of research activities.
- Informed consent must be obtained for research involving human subjects, and ethical treatment of animals is mandatory for studies involving them.
- All members of the university community are entitled to fair and just treatment in academic, administrative, and employment matters.
- Discrimination, harassment, or biased treatment will not be tolerated.

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- The university encourages and supports community engagement, outreach, and philanthropic initiatives.
- Sustainable and environmentally responsible practices are promoted throughout university operations.
- All individuals must comply with local, national, and international laws and regulations relevant to their academic, research, and administrative activities.
- Individuals who report violations of ethical standards are protected from retaliation.
- The university will establish mechanisms for reporting violations confidentially and without fear of reprisal.
- Violations of the Human Values and Professional Ethics Policy may result in disciplinary actions, including but not limited to warnings, probation, suspension, or expulsion for students, and warnings, suspension, or termination for faculty and staff.
- The severity of the disciplinary action will be commensurate with the nature and gravity of the ethical violation.
- The Human Values and Professional Ethics Policy will be subject to periodic review to ensure its effectiveness and relevance.
- Revisions will be made as necessary to align with changing societal norms, industry standards, and legal requirements.
- New members of the university community must undergo orientation programs that include an overview of the Human Values and Professional Ethics Policy.
- Ongoing training programs will be implemented to reinforce ethical principles and promote a shared understanding of the policy.
- The university will establish clear and accessible mechanisms for reporting ethical concerns or violations.

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- Reports will be investigated promptly, and appropriate action will be taken.

7.PROCEDURE & MEASURES

- Orientation Programs:- All new members of the university community (students, faculty, staff) undergo comprehensive orientation programs that include an overview of the Human Values and Professional Ethics Policy..
- Regular Communication:- Regularly communicate the policy through various channels, including official university publications, websites, and posters.
- Ethics Training:- Conduct ongoing training sessions to reinforce ethical principles, focusing on real-life scenarios and case studies.
- Professional Development Programs:- Facilitate programs to enhance the professional competence of faculty and staff.
- Confidential Reporting System:- Establish a confidential reporting mechanism to allow individuals to report ethical concerns or violations without fear of reprisal.
- Whistleblower Protection:- Ensure the protection of whistleblowers from retaliation through clear policies and procedures.
- Ethics Review Committee:- Establish an Ethics Review Committee responsible for investigating reported ethical concerns and violations.
- Prompt Investigation:- Ensure that investigations are conducted promptly and impartially.
- Clear Disciplinary Framework:- Outline a clear disciplinary framework specifying the consequences for ethical violations, including warnings, probation, suspension, or expulsion for students, and warnings, suspension, or termination for faculty and staff.
- Consistent Enforcement:- Ensure consistency in enforcing disciplinary measures based on the severity

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and recurrence of ethical violations.

- **Support Services:-** Provide counseling and support services for individuals involved in ethical violations, focusing on education and rehabilitation.
- **Reintegration Plans:-** Develop reintegration plans for individuals returning from disciplinary actions, emphasizing ethical growth and positive contributions to the university community.
- **Ethics Audits:-** Conduct periodic ethics audits to assess the overall adherence to the policy and identify areas for improvement.
- **Stakeholder Feedback:-** Seek feedback from stakeholders, including students, faculty, staff, and external partners, to inform policy improvements.
- **Review Committee:-** Establish a committee responsible for the regular review and revision of the Human Values and Professional Ethics Policy.
- **Feedback Mechanisms:-** Solicit feedback from the university community to address emerging ethical challenges and incorporate best practices.
- **Ethics Awards:-** Introduce awards or recognition programs to acknowledge individuals or groups demonstrating exceptional commitment to ethical conduct.
- **Incentive Programs:-** Develop incentive programs that encourage and reward ethical behavior and contributions to the ethical climate of the university.
- **Community Partnerships :-** Establish partnerships with external organizations that share similar ethical values, fostering a culture of shared responsibility.
- **Outreach Programs :-** Engage in outreach programs that promote ethical values in the wider community.
- **Record Keeping :-** Maintain comprehensive records of ethics training, reported violations, investigations, and disciplinary actions.

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- Annual Ethics Reports:- Publish annual reports summarizing the universities ethical performance, including successes, challenges, and improvements.

8. ENFORCEABILITY

The enforcement of this policy first be drawn as giving a clear communication to all members of the university

community, including students, faculty, staff, and administrators. Through various communication channels give regular updates to keep everyone informed about the policy. By conduct training sessions and workshops to educate members of the university about the values and ethics outlined in the policy. The implementation of a confidential and accessible reporting mechanism for individuals to report ethical concerns or policy violations.

9. APPROVAL OF THE POLICY

Academic Counsel of the Lingaya's Vidyapeeth is authorized for the approval of the kinds of policy and measures related to the "POLICY OF HUMAN VALUES AND PROFESSIONAL ETHICS" and related bodies.

10. POLICY OUTCOME

The policy outcomes of a Human Values and Professional Ethics Policy within a university are critical indicators of its effectiveness in shaping the culture, behavior, and overall ethical climate of the institution.

- Members of the university community demonstrate a heightened awareness and understanding of ethical principles, values, and standards through engagement with the policy.
- Individuals consistently demonstrate the ability to make ethical decisions, considering the broader impact on stakeholders, societal norms, and the university's values.
- Instances of academic dishonesty, plagiarism, and research misconduct decrease, indicating a commitment to upholding academic and research integrity.

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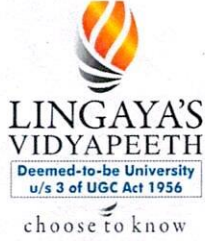
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- A respectful and inclusive culture prevails, with reduced incidents of discrimination, harassment, and biased behavior, fostering an environment where diversity is valued and respected
- Faculty and staff engage in continuous professional development, enhancing their skills and knowledge to stay current in their respective fields.
- The university actively engages with the community, demonstrating social responsibility through outreach, philanthropy, and collaborative initiatives.
- A decline in the recurrence of ethical violations, indicating the success of the policy in deterring and preventing unethical behavior.
- The policy undergoes regular reviews and revisions, ensuring its adaptability to changing societal norms, industry standards, and legal requirements.
- The university's reputation is enhanced as an institution committed to ethics, integrity, and responsible conduct, attracting students, faculty, and partners who share similar values.
- The policy contributes to the overall well-being of the university community by addressing not only academic and professional aspects but also the emotional and psychological dimensions of ethical conduct.
- Positive feedback from various stakeholders, including students, faculty, staff, and external partners, indicating satisfaction with the university's commitment to human values and professional ethics.

11. CONCLUSION

Our commitment to human values and professional ethics is paramount in shaping a workplace culture that fosters integrity, trust, and respect. This policy serves as a compass, guiding each member of our organization towards principled decision-making and responsible behavior. By embracing these values, we not only uphold the highest standards of professional conduct but also contribute to a positive and

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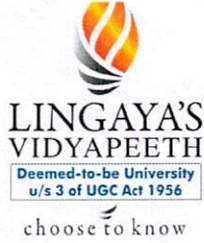
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inclusive work environment. As we move forward, it is imperative that every individual within our organization internalizes these values and actively incorporates them into their daily professional lives. By doing so, we strengthen our collective commitment to ethical behaviour, ensuring that our actions align with the values that define us. In embracing human values and professional ethics, we not only adhere to legal requirements but go beyond, striving to create an organizational culture that inspires trust among colleagues, partners, and the broader community. This commitment is not just a set of rules but a shared responsibility that each of us must carry forward in every interaction and decision. As we implement and refine this policy, let us remain vigilant, fostering a culture where openness, accountability, and empathy thrive. Together, we can build an organization that not only achieves its goals but does so with unwavering integrity and a steadfast commitment to ethical conduct. In doing so, we not only fulfill our professional duties but also contribute positively to the wider society.

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