

HANDBOOK FOR HUMAN VALUES AND **PROFESSIONAL ETHICS**



THE INDIAN LAW INSTITUTE

India's Premier Institute for Legal Research and Education
(Deemed University u/s 3 & Approved u/s 12B of UGC Act, 1956)

NAAC Accreditation – 'A' Grade

Granted Autonomy (Grade II) by UGC

We want that education by which character is formed, strength of mind is increased, the intellect is expanded, and by which one can stand on one's own feet.

-Swami Vivekananda

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About the Institute

The Indian Law Institute (ILI) was founded in 1956 primarily with the objective of promoting and conducting legal research. It was established as a result of the efforts of the leading jurists of India for over a number of years. There were many important reasons impelling the establishment of a national legal research centre. First, there was a need for reinvigorating legal research as law, legal research and legal education had been neglected areas in India, both before and after the independence. Second, there was a need for a sustained institutionalized research encompassing projects requiring field studies and group thinking. Third, it was necessary to bring together different branches of the legal profession, namely, judges, lawyers and law teachers, with a view to develop an integrated approach to law in society.

The Institute is an autonomous body registered under the Societies Registration Act, 1860. The autonomous character of the Institute and its independence ensure the requisite academic freedom to carry out its objectives and meaningful research. The Indian Law Institute was granted Deemed University status in 2004 vide Government of India, Ministry of Human Resource Development Notification No.F.9- 9/2001-U.3 dated 29.10.2004. Institute has been accredited with 'A' Grade (CGPA 3.35 out of 4.00) by NAAC.



Aims & Objectives of the Institute

The prime objective of ILI is to cultivate and promote the science of law and to contribute substantially in reforming the administration of justice, so as to meet the socio-economic aspirations and needs of the people through law and its instrumentalities. The Institute has achieved the place of a premier center of national & international legal research and studies, in which lawyers from all branches of the profession as well as judges, government officials and academicians have been participating.

Broad Objectives of the Institute

- ❖ to cultivate the science of law, and to promote advanced studies and research in law and its administration;
- ❖ to promote the reform of administration of justice and of law and its health/development suitable to the social, economic and other needs of the people;
- ❖ to promote the clarification, simplification and systematization of law;
- ❖ to encourage and conduct investigations in legal and allied fields;

- ❖ to promote the diffusion of the knowledge of law and its administration and principles on which they are based;
- ❖ to promote the improvement of legal education, and to impart instruction in law and allied fields;
- ❖ to publish studies, treatises, books, periodicals, reports and other literature relating to law and allied fields;
- ❖ to undertake documentation of important legal and allied materials;
- ❖ to institute and maintain libraries;
- ❖ to cooperate with other societies, institutions and organizations, national and international, in the pursuit of all or any of the above objects;
- ❖ to constitute or cause to be constituted regional offices at convenient centers in India to promote the activities of the Institute.



Inculcation of Human Values and Professional Ethics in HEIs, *MulyaPravah*,
University Grants Commission

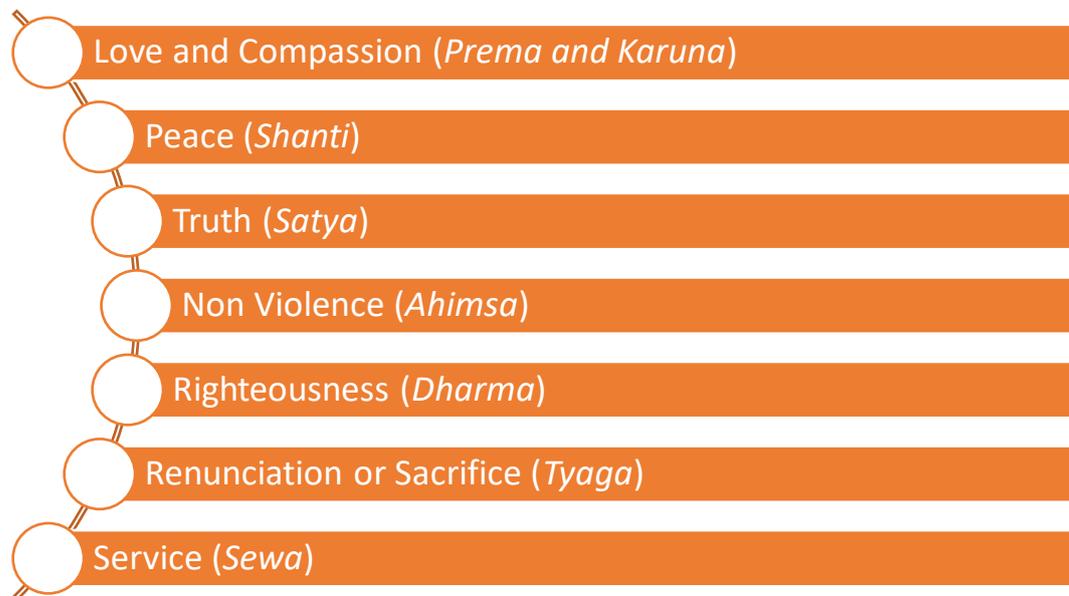
MulyaPravah: The Value Framework

The University Grants Commission, in its objective of making the stakeholders in higher education conscious about human values and professional ethics, has identified a value framework, through its initiative titled '*MulyaPravah*'. The Commission seeks to infuse the culture of human values and ethics in educational institutions so that there is a creation of spaces of learning that not only impart training to learners but which can facilitate the actualization of human potential. The chakra as presented here displays these different values that have been derived from the "MulyaPravah" initiative of the UGC.

Since its inception, the Indian Law Institute has remained committed to the idea of promotion of excellence in imparting legal education that is inclusive, equitable and imbued with human values. It is the endeavour of the Indian Law Institute to operationalize a framework of guidelines that foster a culture of human values and professional ethics of the highest standard. This handbook contains a set of guidelines and codes of conduct for the different stakeholders, that have been created in order

to ensure that the spirit of human values and ethics permeates the institutional ambience.

The following virtues as recognized by the UGC constitute the underlying value system that informs the set of guidelines as contained in this handbook.



(As taken from UGC: MulyaPravah: Inculcation of Human Values and Professional Ethics in HEIs)

Values and Ethics for Stakeholders

(As taken from UGC: MulyaPravah: Inculcation of Human Values and Professional Ethics in HEIs)

(1) Integrity –adhering to a conduct of duties in righteous manner and in accordance with the principles of honesty, trust, transparency and fairness.

(2) Trusteeship- Operating in an efficient, ethical and true manner while ensuring group participation and a system of check and balances within an institution.

(3) Harmony- Balancing the diversity and difference through a culture of tolerance, discussion and forgiveness among stakeholders

(4) Accountability - Enabling the environment of openness and trust to accommodate mistake and to encourage individual in taking the responsibility of one's action.

(5) Inclusiveness – Adopting standards, policies and procedure to promote and ensure equal opportunity, without any discrimination against an individual or a group, for education, employment, promotion and other activities in an institution

(6) Commitment – Dedicating to the vision and mission of the institution while cultivating one's knowledge, skill and attitudes to achieve excellence in due time and regulatory boundaries.

(7) Respectfulness – Creating an environment of mutual respect, trustworthy and quality interaction as well as fair participation by functionaries and beneficiaries of the institution.

(8) Belongingness- Fostering a shared vision of institute to make everyone feel secure, supported, accepted and included.

(9) Sustainability – Ensuring optimal resource utilization-economic, environmental and social-to achieve long lasting and safe future.

The Indian Law Institute pledges its commitment to these core values and ethical principles that have been identified by the UGC and constantly strives for their realization and achievement.

Code of Conduct for Learners

(LL.M. Students, PG Diploma Students and Ph.D. Research Scholars)

Students at the Indian Law Institute shall:

- Abide by all the Acts, Statutes, Ordinances, rules, policies and procedures of the institution and respect its ideals, vision, mission, cultural practices and the traditions.
- Act as responsible citizens and as honest members of the academic community.
- Adhere to the standards of discipline and decorum of the institute.
- Uphold standards of academic integrity and refrain from engaging in any kind of academic misconduct including falsification, fabrication and plagiarism.
- Be punctual and maintain regularity in attending the classes.
- Comply with the mandatory requirement of attendance to be eligible for the examination.
 - LL.M. Programme: Minimum 80 percent attendance (including panel discussion & research hours) taken together in a semester and 75 percent in each individual subject taught,
 - P.G. Diploma : Minimum 60 percent attendance
- Attend the functions/lectures organized by the ILI as and when invited.
- Conduct themselves with dignity and courtesy with teachers, staff and fellow students.
- Maintain cleanliness of the premises of the institute and care for the properties of the institution.
- Refrain from any kind of malpractice/cheating during test/examination.
- Refrain from furnishing any kind of false information to the institute about their personal and other details.
- Carry the student identity card (with their correct details and photograph) issued to them, at all times when in the premises of the institute and shall present it for inspection on demand.

- Follow all the rules of the Institute Library and the Legal Information Resource Centre (LIRC) with respect to the borrowing of the books and access to the legal databases and other resources.
- Refrain completely from the manufacture, sale, or distribution of prohibited articles, drugs, alcohol etc. at the premises of institute.
- Refrain completely from engaging in any act that amounts to physical assault, threats of violence, or conduct that threatens the health or safety of any person including other students of the Institute.
- Refrain completely from engaging in any kind of discrimination (on the basis of caste/class/sex/race/religion/language/disability etc.) against any person in the premises of the institute.
- Refrain from any disorderly, lewd, indecent conduct, or creating any nuisance.
- Refrain from engaging in any form of activity that may constitute ragging.
- Maintain harmony among fellow students among students belonging to different socio-economic statuses, communities, castes, religions and regions.
- Develop sensitivity towards issues of disparity between genders and strive to eliminate such discrimination.
- Develop responsiveness towards societal needs.
- Strive for academic and professional excellence.

Code of Conduct for Members of Faculty

Members of Faculty shall:

- Abide by all Acts, Statutes, Ordinances, rules, policies and procedures of the institution and respect its ideals, vision, mission, cultural practices and the traditions.
- Practice integrity, fairness, openness throughout their professional commitments, responsibilities and actions.
- Remain committed to the best interests of the students and strive for their holistic development.
- Engage in continuous pursuit of learning and upgradation of their skills by taking part in refresher/orientation courses, conferences, faculty development programmes, symposiums etc.
- Maintain punctuality and shall report in time as per the working hours of the institute.
- Take steps to enable students to identify their potential and to help them to realise the same through support, counselling and mentoring.
- Contribute to the institutional development.
- Help in fostering an environment that is conducive to the teaching-learning process.
- Adopt innovative and creative pedagogical methods.
- Work towards inculcation of human values, development of scientific temper and concern for the environment among the students and others.
- Develop sensitivity towards issues of disparity between genders and strive to eliminate such discrimination.
- Develop responsiveness towards societal needs.
- Strive for academic and professional excellence.
- Adhere to a responsible pattern of conduct and demeanor expected of them by the community.
- Respect the rights and dignity of each student.
- Respect the privacy/confidentiality of information obtained through interaction with students.

- Maintain honesty and objectivity in all official dealings.
- Participate in activities to foster national integration and communal harmony.
- Aid students to develop an understanding of our national heritage.
- Refrain completely from engaging in any kind of discrimination (on the basis of caste/ class/ sex/ race/ religion/ language/ disability etc.) against any person in the premises of the institute.
- Maintain objective standards and transparency in evaluation and assessment of the students.
- Undertake research initiatives and contribute to the research endeavours of the institute.

Code of Conduct for Administrative Staff

The members of administrative staff shall:

- Conform to the highest standards of professionalism.
- Strive to carry out all professional duties and directions as assigned to them faithfully, impartially and with efficiency.
- Practice the spirit of team work and coordination with fellow colleagues.
- Maintain confidentiality about the official records and all other such sensitive matters.
- Strive to facilitate the provision of educational services of the highest standard by the institute to the students.
- Ensure that the property of the institute is not damaged.
- Foster the creation of an environment of congeniality, cooperation and coordination.
- Refrain strictly from engaging in any form of corrupt practices including bribery.
- Take steps to ensure the speedy disposal of any grievances that may arise.
- Take steps to ensure the smooth and efficient conduct of the day-to-day business of the institute.
- Make themselves well-acquainted with their respective roles and responsibilities and the policies of the institution.
- Refrain from using any unprofessional language or engaging in any unprofessional/ disrespectful conduct.
- Display courtesy, responsiveness and patience in their interaction with students, teachers, guardians and general public at all times.
- Refrain completely from utilizing their official position for the purpose of any private advantage or gain.
- Be punctual and shall report in time for their duties.
- Engage in continuous pursuit of learning and upgradation of their skills by taking part in workshops, trainings and courses relevant to their role.

The highest education is that which does not merely give us information,
but makes our life in harmony with all existence.

-Rabindranath Tagore

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