



CONSTITUTION OF THE APPRAISAL AND CONTRACT REVIEW COMMITTEE UNIVERSITY OF BALTISTAN, SKARDU AND RULES OF BUSINESS OF THE MEETINGS

1. PREAMBLE

Section 15 (2) of the University of Baltistan Order 2016 provides for the establishment of Appraisal and Contract Review Committee, being one of the authorities established under the said Order, to review employee's performance and based on that submit its recommendations to the Vice Chancellor/Syndicate/Senate University of Baltistan, Skardu for approval of the award or otherwise of annual increment, honorarium and contract extension of the University employees.

2. COMMENCEMENT

These rules may be called the "Rules of Business of the Meetings of the Appraisal and Contract Review Committee University of Baltistan. These rules shall come into force from the date of notification.

3. DEFINITIONS

All expressions and terms used in these rules shall have the same meanings as are assigned to them under Section 2 of the University of Baltistan Order 2016, except the following:

- a) "Chairperson" means the Chairperson of the Appraisal and Contract Review Committee;
- b) "Secretary" means the Secretary of the Appraisal and Contract Review Committee;
- c) "Meeting" means the meeting of the Appraisal and Contract Review Committee;
- d) "Member" means the member of the Appraisal and Contract Review Committee;
- e) "The Quorum" means the Quorum of the meeting of Appraisal and Contract Review Committee.

CONSTITUTION OF THE APPRAISAL AND CONTRACT REVIEW COMMITTEE

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| 1. Registrar, University of Baltistan, Skardu | Chairperson |
| 2. One member to be nominated by the Syndicate | Member |
| 3. Treasurer or his nominee | Member |
| 4. Concerned Head of Department (If any) | Member |
| 5. Director QEC or his nominee | Member |
| 6. Deputy Registrar | Secretary |

4. CHAIRPERSON OF THE APPRAISAL AND CONTRACT REVIEW COMMITTEE

The Registrar of the University shall be the Chairperson of the Appraisal and Contract Review Committee and shall preside over its meetings. In case of unavailability of Registrar, the meetings of Appraisal and Contract Review Committee shall be Chaired by the Vice Chancellor or his/her nominee.

5. SECRETARY OF THE APPRAISAL AND CONTRACT REVIEW COMMITTEE

The Deputy Registrar of the University shall be the Secretary of the Appraisal and Contract Review Committee.

6. MEETINGS OF THE APPRAISAL AND CONTRACT REVIEW COMMITTEE

The meetings of the Appraisal and Contract Review Committee shall be held on dates, place and time as may be approved by the concerned Principal Officer/Chairperson and in his absence by the Vice Chancellor from time to time. The Appraisal and Contract Review Committee shall meet whenever needed. The Secretary shall, with the approval of the Chairperson, prepare the agenda for the meetings of the Appraisal and Contract Review Committee and shall send the notice of the meetings and circulate the agenda and relevant working papers among the members, by hand, post or through a special messenger.

7. MEETING

At least four (04) days' notice shall be given to the members for meeting (ordinary) of the Appraisal and Contract Review Committee. The approved agenda and the working papers shall be circulated, by the Secretary, at least three (03) days before the meeting. If the occasion so demands, supplementary agenda of an ordinary meeting may be issued by the Secretary, with the approval of the Chairperson, two (02) days before the date of meeting.

8. SPECIAL MEETING

A special meeting of the Appraisal and Contract Review Committee may be convened any time by the Vice Chancellor or Chairperson to consider any matter(s) of urgent nature. At least two (2) days' notice shall be given to the members for the special meeting of the Appraisal and Contract Review Committee. The approved agenda and the working papers shall be circulated, by the Secretary, at least one (01) day before the special meeting and the agenda of the meeting shall be restricted to the matter for which the special meeting is called.

9. QUORUM OF MEETING

The quorum for a meeting of the Appraisal and Contract Review Committee shall be one half of the total number of members, a fraction being counted as one.

10. PROCEDURE IF QUORUM IS NOT AVAILABLE

If in a meeting, the quorum is not available, another meeting of the Appraisal and Contract Review Committee may be called with the same agenda within 3 days' time and decision taken by majority of votes.

11. DECISION BY THE APPRAISAL AND CONTRACT REVIEW COMMITTEE

All decisions of the Appraisal and Contract Review Committee shall be taken on the basis of the opinion of a majority of the members present in a meeting. In the event of the members being evenly divided on any matter the Chair shall have the casting vote.

12. CONDUCT OF MEETING

The Chairperson of the meeting shall control the manner in which the business of the meeting shall be conducted and will decide the order in which members will address the meeting.

13. RECORD OF PROCEEDINGS

The Secretary of the Appraisal and Contract Review Committee shall maintain the record of proceedings of the meeting and shall submit the same to the Chairperson of the said meeting for approval. The copy of the proceedings, as approved by the Chairperson of meeting, as the case may be, shall be circulated by the Secretary among all the members of the Appraisal and Contract Review Committee, for authentication, as early as possible. In case any member feels that the proceedings of the meeting have not been recorded correctly, he/ she shall communicate his/ her observations to the Secretary within three (03) days of the issuance of the said proceedings. The proposed amendment, if any, shall be submitted, by the Secretary, to the Chair of the said meeting and if approved shall be communicated to the members through corrigendum.

14. COMMUNICATION OF DECISIONS

After the authentication of proceedings, the Secretary shall forward the extract of relevant proceedings/decisions to the concerned Official(s)/ Department/ Section for necessary action/ implementation.

15. DELEGATION OF POWERS TO TAKE A DECISION

The Appraisal and Contract Review Committee may delegate its authority to a Special Committee or a Standing Committee to take a decision on a particular issue if the Appraisal and Contract Review Committee considers that a decision in a particular case cannot be taken in a meeting for want of any data or further information to be collected.

16. The Secretary may call for any information from any Department/ Section of the University for the completion of the case before it is placed before the Appraisal and Contract Review Committee for consideration.

17. For all such matters, not provided for under these Rules, action may be taken with the approval of the Syndicate.

18. PARTICIPATION OF INVITED PERSON(S) IN A MEETING

If the Chairperson considers the presence of any person(s) necessary in a meeting he/ she may extend special invitation to such person(s) to take part in the meeting of Appraisal and Contract Review Committee, however, such person(s) shall have no right to vote during the meeting.

19. CHANGE OF RULES

These rules may be added, changed or modified from time to time by the Syndicate.



CONSTITUTION OF THE SCREENING AND SHORTLISTING COMMITTEE UNIVERSITY OF BALTISTAN AND RULES OF BUSINESS OF THE MEETINGS

PREAMBLE

Section 15 (2) of the University of Baltistan Order 2016 provides for the establishment of Screening and Shortlisting Committee as one of the authorities of the University having the powers to scrutinize the applications and shortlist candidates for appointments to the regular and contractual positions of Assistant Professors, Lecturers and equivalent faculty, non-faculty and administrative officers in prescribed manner.

Section 27(1) of the University of Baltistan Order 2016 provides for making the rules, consistent with the provisions of the said Order, Statutes or the Regulations, to regulate the conduct of business of meetings of authorities. In pursuance of Section 27, sub-section (1) of the said Order, the following Rules of Business of the Meetings of Screening and Shortlisting Committee University of Baltistan, Skardu have been approved by the Syndicate in its 11th meeting held on

1. SHORT TITLE AND COMMENCEMENT

These rules may be called the "Rules of Business of the Meetings of the Screening and Shortlisting Committee University of Baltistan, Skardu. These rules shall come into force from the date of notification.

2. DEFINITIONS

All expressions and terms used in these rules shall have the same meanings as are assigned to them under Section 2 of the University of Baltistan Order 2016, except the following:

- a) "Chairperson" means the Chairperson of the Screening and Shortlisting Committee;
- b) "External Member" means the member of the Screening and Shortlisting Committee not in the service of University of Baltistan, Skardu;
- c) "Secretary" means the Secretary of Screening and Shortlisting Committee;
- d) "Meeting" means the meeting of the Screening and Shortlisting Committee;
- e) "Member" means the member of the Screening and Shortlisting Committee;
- f) "The Quorum" means the Quorum of the meeting of Screening and Shortlisting Committee as prescribed.

4. CHAIRPERSON OF THE SCREENING AND SHORTLISTING COMMITTEE

One of the Principal Officers, nominated by the Vice Chancellor, shall be the Chairperson of the Screening and Shortlisting Committee and thus shall preside over its meetings. In case of absence of the principal officer, the meeting of the concerned Screening and Shortlisting Committee shall be chaired by the nominee of the principal officer (not less than BPS-20).

5. SECRETARY OF THE SCREENING AND SHORTLISTING COMMITTEE

In charge/ Head of the HR Department of the University shall be the Secretary of respective Screening and Shortlisting Committee.

6. MEETINGS OF THE SCREENING AND SHORTLISTING COMMITTEE

The meetings of the Screening and Shortlisting Committee shall be held from time to time on such dates, place and time as may be approved by the Vice Chancellor/Chairperson nominated by the Vice Chancellor for the said purpose. The Screening and Shortlisting Committee shall meet whenever needed by the University. The concerned Secretary shall, with the approval of the Vice Chancellor/concerned Principal Officer/Chairperson, prepare the agenda for the meeting of the respective Screening and Shortlisting Committee and shall send the notice of the meeting and circulate the agenda and the relevant working papers, among the members, by hand, post or through a special messenger.

7. MEETING.

At least six (06) days' notice shall be given to the members for meeting (ordinary) of the Screening and Shortlisting Committee. The approved agenda and the working papers shall be circulated, by the Secretary, at least four (04) days before the meeting. If the occasion so demands, supplementary agenda of an ordinary meeting may be issued by the Secretary, with the approval of the Chairperson, two (02) days before the date of meeting.

8. SPECIAL MEETING.

A special meeting of the Screening and Shortlisting Committee may be convened any time by the Vice Chancellor or concerned Principal Officer nominated by the Vice Chancellor to consider any matter(s) of urgent nature. At least three (3) days' notice shall be given to the members for the special meeting of the Screening and Shortlisting Committee. The approved agenda and the working papers shall be circulated, by the Secretary, at least two (02) days before the special meeting and the agenda of the meeting shall be restricted to the matter(s) for which the special meeting is called.

9. QUORUM OF MEETING.

The quorum for a meeting of the Screening and Shortlisting Committee shall be one-half of the total number of members, a fraction being counted as one.

10. PROCEDURE IF QUORUM IS NOT COMPLETE

If in a meeting, the quorum is not complete, another meeting of the Screening and Shortlisting Committee may be called with the same agenda within three (03) days' time and decision taken by majority of votes.

11. DECISION BY THE SCREENING AND SHORTLISTING COMMITTEE

All decisions of the Screening and Shortlisting Committee shall be taken on the basis of the opinion of a majority of the members present in a meeting. In the event of the members being evenly divided on any matter the Chair shall have the casting vote.

12. CONDUCT OF MEETING

The Chairperson of the meeting shall control the manner in which the business of the meeting shall be conducted and will decide the order in which members will address the meeting.

13. RECORD OF PROCEEDINGS

The Secretary of the Screening and Shortlisting Committee shall maintain the record of proceedings of the meeting and shall submit the same to the Chair of the said meeting for approval. In case a meeting is presided over by the nominee of the Chairperson, the minutes of said meeting shall be submitted to the respective nominee for approval. The copy of the proceedings, as approved by the Chairperson of the said meeting, as the case may be, shall be circulated by the Secretary among all the members of the Screening and Shortlisting Committee, for authentication, as early as possible. In case any member feels that the proceedings of the meeting have not been recorded correctly, he/ she shall communicate his/ her observations to the Secretary within five (05) days of the issuance of the said proceedings. The proposed amendment, if any, shall be submitted, by the Secretary, to the Chair of the said meeting and if approved shall be communicated to the members through corrigendum.

14. COMMUNICATION OF DECISIONS

After the authentication of proceedings, the Secretary shall forward the relevant proceedings/decisions to the Registrar University of Baltistan, Skardu at for placing before the Selection Board/Selection Committee for consideration.

15. DELEGATION OF POWERS TO TAKE A DECISION

The Screening and Shortlisting Committee may delegate its authority to the Special Committee or a Standing Committee to take a decision on a particular issue if the Screening and Shortlisting Committee considers that a decision in a case cannot be taken in a meeting for want of any data or further information to be collected.

16. The Secretary may call for any information from any Department/ Section of the University for the Completion of the case before it is placed before the Screening and Shortlisting Committee for consideration.

17. For all such matters, not provided for under these Rules, action may be taken with the approval of the Syndicate.

18. SERVICE OF THE EXTERNAL MEMBER(S) ON THE SCREENING AND SHORTLISTING COMMITTEE

In case of participation in a meeting of the Screening and Shortlisting Committee the external member(s) shall be entitled for prescribed honorarium, if any. And for the reimbursement of prescribed TA/DA, if applicable.

19. PARTICIPATION OF INVITED PERSON(S) IN A MEETING

If the Chairperson considers the presence of any person(s) necessary in a meeting he/she may extend special invitation to such person(s) to take part in the meeting of Screening and Shortlisting Committee, however, such person(s) shall have no right to vote during the meeting.

20. CONSTITUTION OF SCREENING AND SHORTLISTING COMMITTEE

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| 1. Chairperson to be nominated by the Vice Chancellor | Chairperson |
| 2. Concerned Head of Department or his nominee | Member |
| 3. Director QEC or his nominee | Member |
| 4. Treasurer or his nominee | Member |
| 5. External member | Member |
| 6. Assistant Registrar/Deputy Registrar (HR) | Secretary |

21. CHANGE OF RULES

These rules may be added, changed or modified from time to time by the Syndicate.



CONSTITUTION OF THE FACULTY(S) CAREER PLACEMENT AND INTERNSHIP COMMITTEE(S)

- I. Each faculty of the University shall have a Career Placement and Internship Committee and shall consist of the following:
 - a. one of the Head of Departments of Academic Departments of concerned faculty, to be nominated by the concerned Dean of faculty, who shall be the Chairperson of said Committee and shall preside over its meetings;
 - b. Chairperson or his/ her nominee of each Academic Department of concerned faculty;
 - c. Three nominees of Dean concerned, however, one of them will also be the Secretary of the said Committee.
- II. The quorum of the meeting of Faculty(s) Career Placement and Internship Committee shall be one half of the total membership;
- III. The Faculty(s) Career Placement and Internship Committee shall meet at least twice in a calendar year.

FUNCTIONS AND POWERS OF THE CAREER PLACEMENT AND INTERNSHIP COMMITTEE

- I. The Faculty(s) Career Placement and Internship Committees) will propose, to the Board of their respective Faculty, regulations to facilitate the placements and internships of the graduates/ alumni of all the Departments of said faculty;
- II. The Faculty(s) Career Placement and Internship Committee(s) will provide the annual program, to the concerned Academic Departments and Career Counselling Offices at Campuses, for the placements and internships of their graduates and shall review the implementation of said program;
- III. The Faculty(s) Career Placement and Internship Committees will provide guidelines to the concerned Academic Departments and Career Counselling Offices at Campuses, for helping students/ alumni in the pursuit of higher studies;
- IV. The Faculty(s) Career Placement and Internship Committee(s) may constitute similar committees in the concerned Departments of their faculty and may place on such committee(s) the faculty members, as they may deem fit, whenever needed.
- V. The Faculty(s) Career Placement and Internship Committee will provide guidelines to the concerned Career Counselling Offices at Campuses for offering counseling and placement services to the students of their respective faculty:

- VI. The Faculty(s) Career Placement and Internship Committee shall propose, to the Dean concerned, the annual program for undertaking a range of activities including but not limited to on-campus job fairs, experts/ company presentations, workshops on resume writing and interviewing skills and job search strategies, for approval and implementing in the concerned Departments/ Campuses through Career Counselling Offices at Campuses.



CONSTITUTION OF PROCTORIAL BOARD UOBS

The University of Baltistan, Skardu has a Proctorial system where administration of student related matters pertaining to all acts of indiscipline are delegated to the Proctorial Board. UoBS Proctorial Board is chiefly responsible for ensuring that rules and regulation framed by Institute are being followed by the students.

Some specific responsibilities of the Proctorial Board are as follows:

1. To maintain discipline in the Institute; ensure Institute rules are understood and followed;
2. To keep an eye on the general moral behavior of the students
3. To prevent the student from indulging in any political activities on Institute premises.

The following faculty and admin staff will be the members of Proctorial Board with immediate effect.			
S. No.	Name of Member	Department	Designation
1	Dr. Mehdi Hassan	Chemistry	Chief Proctor
2	Dr. Alamdar Hussain	Biological Science	Additional Chief Proctor
3	Dr. Zakir Hussain Qamar	Mathematics	Additional Chief Proctor
4	Dr. Wajid Khan	Business Management	Additional Chief Proctor
5	Dr. Muhammad Essa	English	Additional Chief Proctor
6	Dr. Sabir Ali	Education	Additional Chief Proctor
7	Dr. Salar Ali	Environmental Science	Additional Chief Proctor
8	Mr. Jawad Usman Arshad	Computer Science	Member
9	Mr. Shamshad Hussain	Tourism	Member
10	Mr. Ghulam Abbas	English	Member
11	Mr. Abdul Rehman	English	Member
12	Ms. Benazir Bano	Anthropology	Member
13	Ms. Maria Naseem	Finance	Member
14	Ms. Engineer Noreen	Computer Science	Member
15	Ms. Kishwar Sultana	English	Member
16	Mr. Zulfiqar Ali	Security	Member
17	Mr. Khalid Mehmood	Administration	Member
18	Mr. Mr. Zaffar Abbas	Examination	Member

All cases of indiscipline or indecent behavior of any student, cases of individual/group harassment, threats, manhandling etc. are dealt strictly by the Proctorial Board.

Chief Proctor is assisted by additional proctors and members of the Proctorial board and will have a deciding role if students involved are of their departments.

The Proctorial board will have at least one lady member and will be the chairperson of the committee for enquiry against sexual harassment, Eve-teasing or disrespectful behavior or any misbehavior with a girl student.

NORMS AND PROCEDURES FOLLOWED DURING ENQUIRY

A student can lodge complaint in the office of any of the authority of UoBS including Registrar/Director Academics/Chief Proctor/HOD/Dean etc.

After receipt of a complaint it is scrutinized by the HOD and HOD is empowered to take necessary action against the accused with at least three other members of the Proctorial board.

If HODs and Chief Proctor ascertain that the offence pertains to the jurisdiction of Proctorial Enquiry then, subsequently, three members Proctorial Enquiry Committee is setup by Chief Proctor to conduct an in depth investigation.

Proctorial enquiry is an internal enquiry of UoBS and hence, no other person, except the Board members and faculty or staff, is allowed to be present during hearings. The accused or complainants is not allowed to be represented by a third party.

The Proctorial board will follow following procedure to initiate enquiry if the complaint is ascertain:

1. The complainant is called for hearing and his statement is recorded.
2. The accused person(s) is called for recording his/her statement.
3. Witnesses mentioned by both parties are listed and they are called for recording their depositions.
4. Any evidence, from security staff/ staff or other persons, who were present there and had witnessed the incident, are called and their statements recorded.
5. A cross-examination of the accused and the complainant is conducted.
6. If any material evidence, like audio/video tapes/paper documents etc. is available, the same is examined. The authenticity is established from the submitted documents.

7. Finally a comprehensive report is prepared where specific charge against the accused is framed and a show cause notice is issued and accused will be suspended from classes till he submit his defense and punishment is decided.
8. The defense given by the accused persons in the show cause notice is studied and examined.
9. A report is prepared as per the “UoBS Students’ Discipline and conduct Rules”, appropriate disciplinary action is recommended.
10. Final report and recommendations is submitted to Dean for approval & final decisions
11. Consequently, the award of punishment is conveyed to the student duly signed by Chief Proctor and Director Academics.
12. The punished student has the right to appeal against the punishment and Chairman is the empowered authority to deal with appeals.

UoBS students must abide by the rules and regulations of the institute. The institute authority may take disciplinary action if any student violates the institute rules and regulations. Students are advised to adhere to the rules and Regulations of the institute and discharge their responsibilities as a student with diligence, fidelity and honour. The rules and regulations are categorized into three categories as mentioned below. Students are required to follow these rules and they also have to submit bond of good conduct.

These Rules and Regulations in black and white format shall come into force at once.

RULES AND REGULATIONS

1. Students shall behave with dignity and courtesy inside and outside the university.
2. Students shall observe strict modesty in dress. Boys can wear formal dress (Trousers & Shirt), Jeans and Shirt. Girls can wear Salwar-Suit or Kurta. Both boys and girls must not wear tight fit wears. For girls without sleeve shirt and T-shirt, Tight fit laggies and other wears are strictly banned.
3. Students should wear identity cards inside the campus and also when attending any meetings outside the campus. I-Cards are to be worn round the neck and this drill is compulsory. Any violation of these orders will lead to disciplinary action.
4. Girl students are not allowed to leave the institute premises during the university timings. If a girl student wants to leave the institute for some valid

reasons before the closing of session timing she has to follow SOPs at any cost.

5. Students shall not entertain visitors without prior permission in the campus. Students are expected to read notices/circulars displayed on the university notice board. Ignorance of not reading any notice/circular displayed shall not be accepted as an excuse for failing to comply with the directions contained in it.
6. Spitting, smoking and throwing bits of paper inside the institute campus are harmful and must be avoided. Refrain from possessing, consuming or distributing alcohol, harmful drugs, narcotics, and ghutkas and smoking cigarettes. Any violation of these orders will lead to disciplinary action.
7. Do not possess firecrackers of any kind in the university campus.
8. Do not smear colored powder and splash color water in the guise of festivals and functions on or during any other occasion in the university campus.
9. Do not scribble on the desks or the white board or on the walls of the university.
10. Students are forbidden from entering the university office during unspecified hours.
11. Students are advised not to harm the reputation of the institute or individual (fellow students and institute staff) through social and electronic media.
12. Respect the institute property. Destroying or damaging the institute property is punishable. Students should not destroy/ damage/ deface, remove the institute property, disturb or injure a person under the pretext of celebrating/inducting/pledging or for any other reason like rivalry etc. The cost of any damage so caused will be recovered from the students collectively if the responsibility for it cannot be fixed on any individual or group of individuals.
13. It is unlawful for any person to mutilate any tree, shrub, or herbaceous plant or remove any identification sign or tag attached to it.
14. Students are not allowed to convene any kind of meeting in the campus or any sort of fund collected without the permission of the HOD/ Dean or to circulate/display any kind of notice among students or on white boards or on notice board without the written permission of the HOD/ Dean. No information or report should be sent to press or broad-casting agencies and placement companies without the permission and approval of the HOD/ Dean.
15. Do not be a part of any union or group or organization. Any move to form unions or groups of any type unauthorized by the Management and the Dean/HoD is an offense. Students are strictly forbidden from engaging

themselves in any political or other activities. Gathering in groups at roads, entrance, exit, pathways, gardens etc, is strictly prohibited.

16. Students shall not indulge in any kind of misdemeanor bringing opprobrium to the institution. Inform the college of any changes in personal details or address.
17. All vehicles should be parked in the allotted place. No vehicle will be allowed to enter the institute premises during the institute timings. Students coming by two wheelers have to compulsorily wear Helmet. Two wheelers will not be parked without Helmet. Vehicles found parked in unauthorized places shall be impounded.
18. Students who want to avail bus facility in between the session will have to pay full bus fee for the session.
19. Students who are not availing the bus facility but caught traveling in bus will be charged with full bus fee as fine.

PUNISHMENT FOR VIOLATION OF RULES AND REGULATIONS.

The competent authority may impose any of the following punishments on any student found guilty of any of the acts of indiscipline or misconduct and violation of General and Academic Rules and Regulation of the university.

1. Expulsion from the university.
2. Rustication up to four semester period.
3. Fine up to Rs. 25,000/-
4. Logging of FIR with the Police.

GENERAL GUIDELINES FOR IMPLEMENTATION OF PUNISHMENTS

1. No punishment shall ordinarily be imposed on a student unless he/she is found guilty of the offence for which he/she has been charged by a proctorial or any other inquiry committee after following the normal procedure and providing due opportunity to the student to defend himself.
2. Students found guilty in any in-disciplinary activity by the Proctorial board, one "Red Mark" will be marked against his / her profile. Further if number of such red marks exceeds to 3 during his/her entire course duration, he/she will be automatically debarred from the campus placement. Further red marks may result in to expulsion from the university.
3. However, if a student improve his / her conduct, behavior, attendance, percentage of marks and takes keen interest in student welfare, he/ she can give application to the proctorial board to remove red marks. If board is

satisfied with the improvement, then the board may remove such red marks from the student's profile.

4. In case the Chairman or any competent authority is of the opinion that on the basis of the available material and evidence on record, a prima facie case exists against a student, he may order suspension of the student including withdrawal of any or all facilities available to a bonafide student pending proctorial or any other inquiry.
5. In case any dispute arises with regard to the interpretation of any of these Rules the matter shall be referred to the Chairman/Director Academics/Dean, whose decision thereon shall be final.
6. The Management is not responsible for the loss, theft, or damage of any personal property owned, operated, or possessed by the student, guest(s), parents, or family members which may be held, located or stored in any residence unit or anywhere else on the institution-owned or leased property. The student understands and expressly agrees to accept all risks of such losses or damages.