



NATIONAL INSTITUTE OF PERSONNEL MANAGEMENT

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MINUTES OF THE SPECIAL GENERAL MEETING OF NIPM

Date	: Sunday, 21 st July, 2019
Venue	: Hotel Grand Kailash Jalna Road, CIDCO, Sambhaji Nagar Aurangabad, Maharashtra-431 003
Time	: 1.00 p.m

Due to threat of Nipah Virus, the Special General Meeting of the Institute which was scheduled to be held on 16th June, 2019 at Le Meridian International Convention Centre, Maradu, Kochi has been postponed and in its place, the said Special General Meeting was held at Hotel Grand Kailash, Jalna Road, CIDCO, Sambhaji Nagar, Aurangabad, Maharashtra-431 003 on 21st July, 2019 at 1.00 p.m. The changed date, time and venue has been communicated to all members of NIPM by the Hon. General Secretary.

Mr. Vishwesh Kulkarni, National President of the Institute, chaired the Special General Meeting held in terms of the Notice No. 6(SGM): 15 :2019 dated 17th May, 2019 and subsequent Circular No. 6(SGM): 22 :2019 dated 13th June, 2019 issued by the Hon. General Secretary, by and under the orders of the National Council.

Since there were only 42 Life Members present in the meeting at 1.00 p.m. and there was no quorum as per Regulation 40 of the NIPM Constitution, the meeting was adjourned.

The adjourned meeting was held at the same venue which was attended by 42 Life Members whose names and signatures have been mentioned in the Minutes-Book kept for the purpose.

At the outset, the National President explained the circumstances under which the amendments to the Constitution of NIPM, as embodied in the Resolution circulated with the aforesaid Notice, were proposed by the National Council (NC) for the adoption by the General Body.

National President, NIPM also informed that Mr. Amarendra Mahapatra, Chairman of the Constitutional Reforms Committee wrote a letter addressed to him on 20th July, 2019 in connection with Special General Meeting of NIPM on 21st July, 2019. He informed the members that an emergency NC meeting was convened on 21st July 2019 at 9 AM at Hotel Grand Kailash, Aurangabad to discuss the referred letter of Mr Mahapatra and the said NC examined, discussed the contents of the letter and all the details including procedure, opinions received, resolutions etc and it was decided that the resolutions are in order and the SGM will be held as per schedule. All the members present in SGM opined that the SGM should continue with the resolutions already circulated in the Notice.

The Hon. General Secretary then read out the Resolutions as incorporated in the aforesaid notice. Each of the proposed amendments in the form of resolution was, therefore, taken up, one by one for consideration.

All the members present in the meeting participated in the discussions and Resolutions were adopted as under : -

RESOLUTIONS

At this Special General Meeting held on Sunday, 21st July, 2019 at 1.00 P.M. at Hotel Grand Kailash, Jalna Road, CIDCO, Sambhaji Nagar, Aurangabad, Maharashtra-431 003, the General Body of members of the National Institute of Personnel Management resolves the following amendments to the Constitution/Resolutions be and are hereby made, namely :

RESOLUTION NO. 1

MEMORANDUM OF ASSOCIATION

Article 3, Object No. (i)

As proposed by Mr. Rajesh Jawlekar, a Life Member of Aurangabad Chapter and Seconded by Mr. B Y Muradi, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Article 3, Object No. (i), the following paragraph to be substituted as under in place of existing paragraph :-

- (i) **To organize into an association of all persons engaged in or interested in or in connection with Human Resource Management, People Management, Personnel Management, Industrial Relations and Labour Welfare.**

RESOLUTION NO. 2

REGULATIONS

Chapter – I, DEFINITIONS No. 1(iv)

As proposed by Mr. Hrishikesh Aponarayan, a Life Member of Aurangabad Chapter and Seconded by Mr. Satish Gadappa, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

The following sentence to be added as Definitions No. 1(iv) under Regulations - Chapter I :

1.(iv) **“Chairman” shall mean the Chairman of the Chapter**

Subsequently, the existing No. 1(iv) to (xviii) to be renumbered as 1(v) to (xix) respectively.

RESOLUTION NO. 3

Chapter – II, MEMBERSHIP - Regulation 2(IV) Associate

As proposed by Mr. Shripad G Patil, a Life Member of Aurangabad Chapter and Seconded by Ms. Suchitra Mendke, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Regulation 2. Classes of Members under No. IV Associate to be deleted.

Subsequently, the exiting No. V to VIII to be renumbered as IV to VII respectively.

RESOLUTION NO. 4

Chapter – II, MEMBERSHIP – Regulation 3.III. Life

As proposed by Mr. Amruta Tendulkar , a Life Member of Pune Chapter and Seconded by Mr. Milind L. Patil, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Regulation 3.III Life, the following paragraph to be substituted as under in place of existing paragraph :-

“Any individual who is eligible to become corporate Member may become a Life Member by Making a one time payment of Rs. 9000/-. If, however, any Member finds difficulty in Making one time payment of Rs. 9000/- he may pay it in two equal instalments within the same financial year only. If such a member fails to pay the full fees before the close of the financial year, the membership subscription received in instalments shall be adjusted towards his corporate Membership subscription. A Life Member shall not be required to pay any annual Subscription. It is also resolved that the revised Entrance fee / Annual subscription provided in Regulation 5 (i) and the revised one time payment provided in Regulation 3 III shall be effective from 1st April, 2015.”

RESOLUTION NO. 5

Chapter – II, MEMBERSHIP – Regulation 3.IV Associate

As proposed by Ms. Bharati Ahire, a Life Member of Aurangabad Chapter and Seconded by Prof. Jayprakash Bagade, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Regulation 3. Qualifications for Membership under No. IV Associate to be deleted.

Subsequently, the existing No. V to VII under Regulation 3 to be renumbered as IV to VI respectively.

RESOLUTION NO. 6

Chapter – II, MEMBERSHIP – Regulation 3(A)

As proposed by Mr. Anish Aravind, a Life Member of Kerala Chapter and Seconded by Mr. P R Basavaraju, a Life Member of Karnataka Chapter, the following Resolution was adopted unanimously :

In Regulation 3(A) to be substituted as under :

3(A) All members shall abide by the NIPM Code of Ethics as laid down by the Institute depicted in Annexure-A attached herewith.

RESOLUTION NO. 7

Chapter – II, MEMBERSHIP – Regulation Nos. 4 (vi) & (vii)

As proposed by Mr. S G Chavan, Life Member of Raigad Chapter and Seconded by Mr. Puneet Dhingra, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

The Regulation Nos. 4(vi) & 4 (vii) to be deleted.

RESOLUTION NO. 8

Chapter – II, MEMBERSHIP – Regulation 5(i)

As proposed by Mr. Mukund Bhalerao, a Life Member of Aurangabad Chapter and Seconded by Mr. Milind L. Patil, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

Under the Regulation 5(i) Entrance Fee and Annual Subscription of Associate Membership to be removed.

RESOLUTION NO. 9

Chapter – II, MEMBERSHIP – Regulation 5(ii)

As proposed by Mr. K Lal John, a Life Member of Kerala Chapter and Seconded by Ms. Amruta Tendulkar , a Life Member of Pune Chapter, the following Resolution was adopted unanimously :

In Regulation 5(ii) to be substituted as under :

5(ii) There shall be no entrance fee in case of upgradation from Corporate membership to Life membership as also in case of Institutional member.

RESOLUTION NO. 10

Chapter – II, MEMBERSHIP – Regulation 8(iii)

As proposed by Mr. Ashish Wagh, a Life Member of Aurangabad Chapter and Seconded by Ms. Suchitra Mendke , a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Regulation 8(iii) to be substituted as under :

8(iii) A Student member or an Institutional member or an Honorary member shall have no voting right.

RESOLUTION NO. 11

Chapter – III, EXECUTIVE AUTHORITIES – Regulation 12

As proposed by Mr. Sanjay Ratnaparkhi , a Life Member of Aurangabad Chapter and Seconded by Mr. Kashif Ahmed, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Regulation 12. National Council to be substituted as under :

12. National Council

Subject to overall control, direction and supervision of the General Body of the Institute, the governance, conduct and management of the affairs of the Institute shall be entrusted to the National Council which shall consist of the following :

National President

National Vice-President

Five Regional Vice-Presidents

Hon. General Secretary

Hon. Additional General Secretary

Hon. Treasurer

Ten Members, 2 each from the 5 Regions viz. Western, Eastern, Southern, Northern and Central

Immediate Past National President (Ex-Officio)

Immediate Past Hon. General Secretary (Ex-Officio)

Upto four Members by Co-option, two members shall be female out of four members, and One nominee of each of the Chapters who must be a Corporate Member of the Chapter or the Chapter Chairman as the Executive Committee of the concerned Chapter may appoint.

RESOLUTION NO. 12

Chapter – III, EXECUTIVE AUTHORITIES – Regulation 14

As proposed by Dr. Sanjita Gupta, a Life Member of Aurangabad Chapter and Seconded by Ms. Suchitra Mendke , a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Regulation 14. Chapter Executive Committee to be substituted as under :

14. Chapter Executive Committee

- (i) Subject to the overall supervision of the National Council and subject to the control, direction and supervision of the Chapter body, the governance, conduct and management of the affairs of a Chapter shall be entrusted to a Chapter Executive Committee.**

The Chapter Executive Committee shall be composed of the following :

Chairman
Two Vice-Chairmen
Hon. Secretary
Hon. Additional Secretary
Hon. Treasurer
Five Members
Immediate Past Chairman (Ex-Officio)
Immediate Past Hon. Secretary (Ex-Officio) and
Up to Four Members by Co-option out of which preferably two Co-opted members
should be female.

RESOLUTION NO. 13

Chapter – III, EXECUTIVE AUTHORITIES - Regulation 16(ii)

As proposed by Mr. Sunil Gaikwad , a Life Member of Aurangabad Chapter and Seconded by Ms. Sanjita Gupta, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Regulation 16(ii) to be substituted as under :

16. Regional Councils

- (ii) **The respective Regional Vice-President of the Institute representing the particular region shall be the Chairman of the Regional Council and the Chairmen of the constituent Chapters & National Council member falling within the jurisdiction of that Region, shall be its members.**

RESOLUTION NO. 14

Chapter–III, Regulation 22(i)(a)(b)(c) of ELECTION RULES MANUAL OF NIPM PART-I

As proposed by Dr. Vihar V. Rakhunde, a Life Member of Aurangabad Chapter and Seconded by Mr. Rajesh Jawlekar, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 22 (i)(a)(b)(c) of ELECTION RULES MANUAL OF NIPM PART-I be substituted as under :

22.(i) Qualifications of Chief Returning Officer :

The essential qualifications of Chief Returning Officer shall be :

- (a) **He should be a Life Member of the Institute.**
(b) **He should be a Past National President or past Hon. General Secretary or Fellow of the Institute or the Past Chairman or past Hon. Secretary of a Chapter, as the case may be.**
(c) **He should not [for the specific purpose of conducting elections of the National Council] belong to the Chapter of the sitting National President or of the sitting Hon. General Secretary of the Institute.**
(d) **Should not be present or past employee of the institute/chapter or DPM Trust or BOS.**

RESOLUTION NO. 15

Chapter–III, Regulation 22 (ii)(a)(b) of ELECTION RULES MANUAL OF NIPM PART-I

As proposed by Mr. Maitreya Mudkavi, a Life Member of Aurangabad Chapter and Seconded by Mr. A S Desai, a Life Member of Goa Chapter, the following Resolution was adopted unanimously :

22.(ii) Qualifications of Returning Officer :

The essential qualifications of a Returning Officer shall be :

- (a) He should be a Life Member of the Institute.**
- (b) Should not be present or past employee of the institute/chapter or DPM Trust or BOS.**

RESOLUTION NO. 16

Chapter–III, Regulation 23 (i) of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Prof. Jayprakash Bagade, a Life Member of Aurangabad Chapter and Seconded by Mr. Anand S Kakde, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 23 (i) of ELECTION RULES MANUAL OF NIPM - PART-II be substituted as under :

- 23.(i) the last date for making nominations, which shall be the twenty first day after the date of issue of notice for nomination, and duly specifying the manner and the place at which the nomination papers including e-nominations if deemed fit by CRO are to be delivered.**

RESOLUTION NO. 17

Chapter–III, Regulation 23 (iv) of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Mr. P R Basavaraju, a Life Member of Karnataka Chapter and Seconded by Mr. P Sudeep, a Life Member of Trivandrum Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 23 (iv) of ELECTION RULES MANUAL OF NIPM - PART-II be substituted as under :

- 23.(iv) The date by which a poll shall, if necessary be taken through availability of e-ballots through appropriate link in e-mode shall be the twenty first day after the date of making such availability of the e-ballot through e-mode, if that day is a public holiday, the next succeeding day which is not a public holiday.**

RESOLUTION NO. 18

Chapter–III, Regulation 24 of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Mr. Kashif Ahmed, a Life Member of Aurangabad Chapter and Seconded by Mr. Satish Gadappa, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

The 1st and 2nd paragraph of Chapter–III, Regulation 24 of ELECTION RULES MANUAL OF NIPM - PART-II be substituted as under :

24. All nominations in the prescribed form, indicating the name of the candidate and the office for which he is nominated, together with signatures of the candidate (s) nominated, proposer and seconder, all being Corporate members/Life Members, shall be sent to the Chief Returning Officer, in the manner as prescribed. Provided that the members who have voting rights in terms of Regulation 8(i) of the Constitution of the Institute only can be nominated, can propose and or can second the nominations.

Provided further that a member nominated for the position of an office bearer of the National Council or Chapter Executive Committee, while putting his signature on the prescribed nomination form, shall give an undertaking that, if elected he / she shall devote adequate time and energy to effectively carry out the tasks and responsibilities attached to that office and shall not ask the Institute or its Chapters to bear his / her travelling and other expenses for attending the National Council's meeting or any other meeting or for any other purpose. Without such an undertaking the nomination filed by a candidate shall not be treated as valid. Nevertheless, in case of any special purpose visits, programs etc National President, in consultation with Hon. General Secretary, may approve the reimbursement of the expenses borne by any National Council Member on such special purpose visits.

RESOLUTION NO. 19

Chapter–III, Regulation 24 of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Mr. Rajesh Jawlekar, a Life Member of Aurangabad Chapter and Seconded by Mr. Hrishikesh Aponarayan, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

The 4th paragraph of Chapter–III, Regulation 24 of ELECTION RULES MANUAL OF NIPM - PART-II be substituted as under :

24. A member will not be entitled to hold two positions concurrently in the National Council and Chapter Executive Committee, simultaneously. However, if a member is already holding the position of office bearer of the Chapter Executive Committee, he shall resign from the Chapter Executive Committee position immediately after if he is declared elected in the National Council and vice versa in the case of Chapter Executive Committee Elections.

RESOLUTION NO. 20

Chapter–III, Regulation 27 of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Mr. Avinash Somvanshi, a Life Member of Raigad Chapter and Seconded by Mr. B S Shahane, a Life Member of Nagpur Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 27 of ELECTION RULES MANUAL OF NIPM - PART-II be substituted as under :

27. E Ballot :

The Chief Returning Officer, within fifteen days of the last date of withdrawal, shall provide the e-ballot in e-mode containing all the offices contested, excepting those offices for which there is no contest, to all the members eligible to vote. The access to such e-ballot shall be through the registered email and mobile of the voter who will receive an OTP through his mobile and/or email which shall be used by him for opening the e-ballot and exercise his voting rights. In the rare case of no email access by any member the chapter shall provide assistance in presence of chapter Chairman & Secretary in a prescribed method to be devised by HR Tech committee. In any case such support shall not be provided in more than 10% of the eligible voters from the chapter in election to NC and in election to Chapter EC.

RESOLUTION NO. 21

Chapter–III, Regulation 27(i)(a) of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Mr. Ulhas Deshpande, a Life Member of Mumbai Chapter and Seconded by Mr. Milind L. Patil, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 27(i)(a) of ELECTION RULES MANUAL OF NIPM - PART-II be substituted as under :

27. (i) Voting :

- (a) A voter exercising his voting right, shall do so by clicking a mark against the name of the candidate/candidates whom he/she wishes to elect on the e-ballot. The e-ballot shall be available in e-mode for exercise of the franchise by the voter for twenty one days in election to NC and in election to Chapter EC as well. National office shall provide IT support to chapter executive authority for e-voting in the chapter. A detailed guideline shall also be circulated by National office to all chapters in this regard for adherence. In case there is a failure in E-voting system, National Council can decide to revert to the prevailing paper ballot system for NC as well as such Chapter EC elections where it has failed, for only the year 2020-2022 election. Decision regarding such failure on this account shall be taken by concerned CRO/RO who will intimate to National Council immediately for appropriate action.**

RESOLUTION NO. 22

Chapter–III, Regulations 27(i) (b) and (c) of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Mr. Deepak Mehunkar, a Life Member of Nagpur Chapter and Seconded by Mr. Puneet Dhingra, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulations 27(i) (b) and (c) of ELECTION RULES MANUAL OF NIPM - PART-II be deleted.

RESOLUTION NO. 23

Chapter–III, Regulation 27(ii) of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Mr. Ranjeet Pande, a Life Member of Nagpur Chapter and Seconded by Mr. Sunil Gaikwad, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 27(ii) of ELECTION RULES MANUAL OF NIPM - PART-II be substituted as under :

(ii) Appointment of Counting Agents :

A contesting candidate may appoint in the manner as may be prescribed by the Chief Returning Officer, only one member to be present as his counting agent to witness the counting of votes through system, and when any such appointment is made notice of the appointment shall be given by the candidate, in the manner as may be prescribed by the Chief Returning Officer.

RESOLUTION NO. 24

Chapter–III, Regulation 27(iii) of ELECTION RULES MANUAL OF NIPM - PART-II

As proposed by Ms. Bharati Ahire, a Life Member of Aurangabad Chapter and Seconded by Mr. Milind L. Patil, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 27(iii) of ELECTION RULES MANUAL OF NIPM - PART-II be substituted as under :

(iii) Counting of Votes and Announcement of the Results of Election :

The counting of votes in the system shall be done, on the date as declared under Rule 23, by the Chief Returning Officer in presence of agents if any. The valid votes shall be counted through the system and the result shall be declared by the Chief Returning Officer along with the names of the candidates elected uncontested, on the date as specified under Rule 23.

RESOLUTION NO. 25

Chapter–III, Regulation 29 of ELECTION RULES MANUAL OF NIPM - PART-IV

As proposed by Mr. Shripad G Patil, a Life Member of Aurangabad Chapter and Seconded by Mr. S K Wadhvani, a Life Member of Delhi NCR Chapter, the following Resolution was adopted unanimously :

The 1st and 2nd paragraph of Chapter–III, Regulation 29 of ELECTION RULES MANUAL OF NIPM - PART-IV be substituted as under :

29. Co-option

The newly constituted National Council consisting of its elected and ex-officio members, at its first or second meeting, may co-opt upto four other Life members who are eligible to vote as members of the National Council for the concerned years, out of 4 Co-opted members two shall be female members.

Similarly the newly constituted Chapter Executive Committee consisting of its elected and ex-officio members, at its first or second meeting, may co-opt upto four other Life members who are eligible to vote as members of the Chapter Executive Committee for the concerned years, out of 4 co-opted members two shall be female members.

RESOLUTION NO. 26

Chapter–III, Regulation 29(ii) of ELECTION RULES MANUAL OF NIPM - PART-IV

As proposed by Mr. Ashish Wagh, a Life Member of Aurangabad Chapter and Seconded by Mr. Manoj Gupta, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 29(ii) of ELECTION RULES MANUAL OF NIPM - PART-IV be substituted as under :

29(ii) Limitation on Holding Office in case of National Council/Chapter Executive Committee

No member shall hold the same office in the National Council/Chapter Executive Committee for more than two terms.

RESOLUTION NO. 27

Chapter–III, Regulation 31(iv)(a) of ELECTION RULES MANUAL OF NIPM - PART-VI

As proposed by Mr. K Lal John, a Life Member of Kerala Chapter and Seconded by Mr. B S Shahane, a Life Member of Nagpur Chapter, the following Resolution was adopted unanimously :

In Chapter–III, Regulation 31(iv)(a) of ELECTION RULES MANUAL OF NIPM - PART-VI be substituted as under :

31(iv)(a) have custody of all funds of the Institute / Chapter which shall be deposited in an approved Bank or Banks or Post Offices subject to his retaining an imprest cash of not more than Rs. 5000/- at any point of time;

RESOLUTION NO. 28

Chapter-VII - MISCELLANEOUS - Regulation 55

As proposed by Dr. Sanjita Gupta , a Life Member of Aurangabad Chapter and Seconded by Ms. Suchitra Mendke, a Life Member of Aurangabad Chapter, the following Resolution was adopted unanimously :

In Chapter-VII - MISCELLANEOUS, Regulation 55 be substituted as under :

55. Patron

Any individual/organization/corporate body subscribing to the objects of the National Institute of Personnel Management who/which pays a lumpsum donation of Rs. 500000/- (five lacs) may be enrolled as a Patron of the Institute at the sole discretion of the National Council.

It was resolved that the aforesaid amendments of the Constitution would take immediate effect.

The Hon. General Secretary was authorized to take further appropriate action as deemed fit.

There being no other business, the meeting ended with a vote of thanks to the Chair.

**(VISHWESH KULKARNI)
NATIONAL PRESIDENT**

**(DR. P. K. SAHU)
HON. GENERAL SECRETARY**

Kolkata,

Dated: 10th August, 2019

Copy forwarded to : All Members of NIPM.

Encl : Annexure - A

National Institute of Personnel Management



Code of Ethics

As a member of the National Institute of Personnel Management, I declare that I shall :

- Subscribe to the aims and objects of the National Institute of Personnel Management and be bound by its Constitution;
- Recognise and accept the dignity of an individual as human being, irrespective of religion, language, caste or creed;
- Maintain high standard of integrity and behaviour demanded by the profession;
- Conduct myself as a responsible member of the management team committed to the achievement of the organisational goals;
- Take keen interest in the establishment of healthy Human Resource practices and development of the profession;
- Try to win confidence and gain respect of the employers, employees and all stakeholders and make myself available to them to provide formal and informal intervention to resolve industrial conflicts;
- Endeavour to enhance the good name of my profession in dealing with other professional bodies, government departments, and employers' and employees' organisations;
- Cooperate in maximising the effectiveness of the profession by exchanging freely information and experience with other members;
- Not allow any interest other than professional to interfere with my official work;
- Not interfere with the right of association of the employees;
- Not disclose any information of a confidential nature that I may acquire in the course of my professional work without obtaining the consent of those concerned and shall not use confidential information for personal gains;
- Not accept or offer any improper gratification in any form or manner whatsoever in connection with or in the course of my professional work; and
- Not take or acquiesce in any such action which may bring the Institute and/or the profession into disrepute.
