



**Pune District Education Association's**  
**LAW COLLEGE,**  
**HADAPSAR, PUNE - 411028**



**Affiliated to Savitribai Phule Pune University,**  
**Recognized by BCI**

**Website-** [www.pdealawcollege.edu.in/](http://www.pdealawcollege.edu.in/), **Email-** [pdealawcollegehadapsar@yahoo.com](mailto:pdealawcollegehadapsar@yahoo.com),  
**Telephone-** 7028207135



**SSR 2023 for Cycle I**  
**2018-19 to 2022-2023**

**Criteria: 07**

**Criterion 7 – Institutional Values and Best Practices**

**Key Indicator – 7.1 Institutional Values and Social Responsibilities**

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**



# Pune District Education Association's **LAW COLLEGE, HADAPSAR**

S.No. 215/2, 277/2 Annasaheb Magar College Campus,  
Hadapsar-411028. Ph. : 020-26990135 / 36

■ ID No. : PU/PN/LAW 180-2002    ■ Reg. No. : BC/LE/PDEALC/PUNE/PU18/2004.  
■ Approved by : Bar Council of India    ■ Affiliated to Savitribai Phule Pune University    ■ A.I.S.H.E. No. : C-41831.

Ref. No.

Date :

## Code of Conduct

The institution has a code of conduct for both teaching and non-teaching personnel as well as for students. The institution's code of conduct guarantees that student misbehaviour is regulated and that professional behaviour is upheld. Overall, it works to uphold the institution's intellectual culture and pursuit of excellence. The following code of conduct is formulated and regulated by the Institute Code of Conduct Committee for the Students:

President  
**Ajit Pawar**

Vice President  
**Rajendra Ghadge**

Hon. Secretary  
**Adv. Sandeep Kadam**  
Senate Member  
Savitribai Phule Pune University, Pune

Treasurer  
**Adv. Mohanrao Deshmukh**

Dy. Secretary  
**L. M. Pawar**

Principal  
**Dr. Ranjana P. Patil**

1. The LL.B. course meets in the morning from 7:30 am to 12:00 pm. In contrast, according to Savitribai Phule Pune University's norms, sessions for BA. LL.B. courses may run till 2 p.m. on all six days of the week. 75% attendance is required to sit for the semester's final exam.

2. Every student at the institution is required to walk about campus wearing a current identity card that was provided by the school, showing their recent photo and the principal's signature.

3. Only significant or urgent notices should be read aloud in class. Students should regularly check the notice board and keep themselves updated about the numerous notices that could occasionally be posted there.

4. Being a student of a law institution, the dress code of the college is to be strictly followed by the students.

5. Ragging is an offence. Ragging is strictly prohibited on the college campus or premises. Any student involved in such activities will be immediately expelled from the college.

6. If any student or students are harmed by racial harassment within or outside of the college, he/she/they must promptly notify, Dr.Ranjana Patil the chairman of the ragging committee, and the discipline committee.

7. The university has a stringent policy against drug usage.

8. The college premises and all classrooms are under CCTV surveillance; everyone must follow the disciplinary manners on the college premises, campus, and classroom.

9. Students should not linger inside or outside the college grounds while lectures are being held. For acts of indiscipline such as disobedience, misbehaviour, bad behaviour, loitering, or any other infraction, students risk losing their term.

10. The use of mobile phones in classrooms, libraries, areas, etc. is strictly prohibited.



*R.P. Patil*  
PRINCIPAL  
P.D.E.A.'S  
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Savitribai Phule Pune University, Pune

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Dy. Secretary  
**L. M. Pawar**

Principal  
**Dr. Ranjana P. Patil**

11. A wide variety of disciplinary measures will be used against any student or group of students who misbehave with professors or administrative personnel, cause commotion on college property, or disrupt class.

12. All college property must be properly maintained by the students. Any tampering with college property, including but not limited to walls, doors, windows, fixtures, furniture, and the like, is against college policy and is a serious infraction.

13. Students must practise energy and water conservation. When they leave the computer lab, library study room, and classroom, they must turn off the lights and fans.

14. The principal has the right to deny a student permission to take the university examinations if they consistently do poorly on internal assessments and show up to class rarely.

15. Students should notify the HOD or the appropriate instructor in the event of any problem or medical emergency in the college, and they will get assistance in resolving the issue.

16. A student is not allowed to purposefully give inaccurate information or make fraudulent claims. Additionally, it is forbidden to create or send fraudulent communications (through paper mail or email), as well as to change or possess college data, papers, or identity cards without authorization.

#### Code of Conduct of the College Library

1. Membership in the library is open to all college employees and students.

2. Silence must be observed in the Library.

3. Personal belongings are not allowed inside the library.

4. On working days, the library is open to both students and employees from 9 a.m. to 4 p.m.

5. Misbehaviour in the library or study space will result in the termination of admission or membership, and the offending student or students will face severe disciplinary action.

6. Before accessing the library, all students and teachers must sign the admission register.

7. The book(s) must be handled cautiously by the students. The student must either replace the book (with the same title, author, and edition) or pay a fine equal to the cost of the book if it is lost or destroyed.



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8. The borrowed book needs to be returned on the due date or earlier. If not, the pupils will be required to pay a late fee.

9. If the due date occurs on a holiday, the return can be filed without incurring a fee the next business day.

10. An original or duplicate library token will be provided after payment to a student who has reported the loss of their borrower's token in writing to the librarian.

11. In accordance with the library's circular, all final-year students must return their library tokens and books and acquire a "NO DUE CERTIFICATE" from the library in order to receive their hall passes for the university test.

**The Professional Ethics & Code of Conduct for Teaching Staff**

1. Dedicatedly carry out their responsibilities in the form of instruction, tutorials, practicals, seminars, and research work.
2. Continue your active involvement in professional associations and work to advance careers and education.
3. By studying and conducting research, try to continue growing professionally and add to the body of knowledge.
4. By treating pupils fairly and impartially regardless of their gender, caste, religion, or other political, social, or physical traits, you are tackling diversity in all of its forms.
5. When a student expresses an opinion, respect their rights and dignity.
6. Refuse to let factors like caste, creed, religion, race, or sex come into play in their work situations.
7. The non-teaching employees must be treated equally in a joint project.
8. Consider education a public duty, and continue to pursue

**The Professional Ethics & Code of Conduct for Non-Teaching Staff**

1. non-teaching employee of the institution is required to carry out their responsibilities effectively and conscientiously in order to adhere to the performance standards and administrative guidelines established from time to time by the U.G.C. University, institution, and Management.
2. For the appropriate performance of the tasks entrusted to them, keep up their professional knowledge and abilities and stay updated
3. Daily attendance at duty must be prompt.
4. Assist in performing duties associated with the administration of the college and the university, such as assisting in the evaluation of admissions applications, advising and counselling students, and



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assisting in the administration of university and college examinations, including all types of examinations.

5. By offering any assistance—help, direction, etc.—to the student, you are demonstrating respect for their rights and dignity.
6. Be kind and respectful to everyone at the college. (The principal, the instructors, the pupils, the guests, the parents, etc.)

**Code of Conduct Committee**

A Code of Conduct Committee has been formed with the following college members to ensure that the code is implemented effectively:

1. Dr. Ranjana Patil Chairperson
2. Mr. Kiran Jadhav- Member
3. Mrs. Sanobar Kazi-Member
4. Mr. Santosh Sutar -Member
5. Mr. Priya Karmakardas - Member

This committee oversees the college's induction curriculum, which educates new students on the code of conduct. This committee also keeps an eye on co-curricular and extracurricular activities.



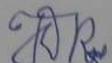
*R. P. Patil*  
**PRINCIPAL**  
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**PUNE-411 028**

**Pune District Education Association's  
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**BODY OF THE DISCIPLINARY COMMITTEE 2018-19**

Sr. No.	MEMBERS	DESIGNATION
1	DR. JANARDHANA R. KILLI	CHAIRMAN
2	ASST.PROF. DR. RANJANA P. PATIL	CO-ORDINATOR
3	ASST.PROF. MADHURI SARWADE	MEMBER
4	ASST. PROF. KIRAN R. JADHAV	MEMBER
5	MR. SATISH KHOPKAR	MEMBER
6	MISS. SAYALI MAMILWAD	STUDENT MEMBER
7	MR. DHAMMPAL KAMBLE	STUDENT MEMBER
8	MRS. SANOBAR B. KAZI	LIB-MEMBER
9	MRS. VAISHALI D. BAHIRAT	OFFICE BEARER

**IQAC Coordinator**

  
**Principal**  
PRINCIPAL  
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**BODY OF THE DISCIPLINARY COMMITTEE 2019-20**

Sr. No.	MEMBERS	DESIGNATION
1	DR. RANJANA P. PATIL	CHAIRMAN
2	ASST.PROF. KIRAN R. JADHAV	CO-ORDINATOR
3	ASST.PROF. MADHURI SARWADE	MEMBER
4	ASST. PROF. DIPAK PATIL	MEMBER
5	MR. SATISH KHOPKAR	MEMBER
6	MISS. SUVARNA PAWASKAR	STUDENT MEMBER
7	MR. KAUSTUBH PUJARI	STUDENT MEMBER
8	MRS. SANOBAR B. KAZI	LIB-MEMBER
9	MRS. VAISHALI D. BAHIRAT	OFFICE BEARER

*Dusi*  
IQAC Coordinator

*R. P. Patil*  
Principal  
PRINCIPAL  
P.D.E.A.'S  
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**BODY OF THE DISCIPLINARY COMMITTEE 2020-21**

Sr. No.	MEMBERS	DESIGNATION
1	DR. RANJANA P. PATIL	CHAIRMAN
2	ASST.PROF. SHIVAJI BIBE	CO-ORDINATOR
3	ASST.PROF. MADHURI SARWADE	MEMBER
4	ASST. PROF. KIRAN R. JADHAV	MEMBER
5	MR. KISHOR D. INGALE	MEMBER
6	MISS. APURVA BHOSALE	STUDENT MEMBER
7	MR. ABHIJIT VAIDYA	STUDENT MEMBER
8	MRS. SANOBAR B. KAZI	LIB-MEMBER
9	MRS. VAISHALI D. BAHIRAT	OFFICE BEARER

*Daxi*  
IQAC Coordinator

*R.P. Patil*  
Principal  
PRINCIPAL  
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**BODY OF THE DISCIPLINARY COMMITTEE 2021-22**

Sr. No.	MEMBERS	DESIGNATION
1	DR. RANJANA P. PATIL	CHAIRMAN
2	ASST.PROF. SANTOSH SUTAR	CO-ORDINATOR
3	ASST.PROF. MADHURI SARWADE	MEMBER
4	ASST. PROF. DIPAK PATIL	MEMBER
5	MR. KISHOR D. INGALE	MEMBER
6	MISS. ALANKA GAIKWAD	STUDENT MEMBER
7	MR. VISHAL TUPE	STUDENT MEMBER
8	MRS. SANOBAR B. KAZI	LIB-MEMBER
9	MRS. VAISHALI D. BAHIRAT	OFFICE BEARER

*Kazi*  
IQAC Coordinator

*R.P. Patil*  
Principal  
PRINCIPAL  
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**BODY OF THE DISCIPLINARY COMMITTEE 2022-23**

Sr. No.	MEMBERS	DESIGNATION
1	DR. RANJANA P. PATIL	CHAIRMAN
2	ASST. PROF. SEEMA G. WAWARE	CO-ORDINATOR
3	ASST.PROF. KIRAN R. JADHAV	MEMBER
4	ASST. PROF. MADHURI SARWADE	MEMBER
5	ASST. PROF. SANTOSH SUTAR	MEMBER
6	MISS. SHWETA KUNJIR	STUDENT MEMBER
7	MR. SUHAS KANGUDE	STUDENT MEMBER
8	MRS. SANOBAR B. KAZI	LIB-MEMBER
9	MR. KISHOR D. INGALE	OFFICE BEARER

*Darsi*  
IQAC Coordinator

*R. P. Patil*  
Principal  
PRINCIPAL  
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PUNE-411 028



### Guest Lecture on 'Professional Ethics'

Date-25/02/2019

Time: 11.00 am

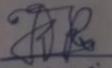
#### REPORT

PDEA'S Law College Hadapsar, Pune, organized Guest lecture on '**Professional Ethics**' is an important part of curriculum enrichment for the subject Law of '**Professional Ethics**'. Adv. Prajta Deepak Girme, practicing senior advocate in District & Session Court Pune was invited to deliver the lecture.

Asst. Prof. Madhuri Sarawade, introduced the resource person. The resource person guided the students on the topic of '**Professional Ethics**'. She has explained the importance of the study of '**Professional Ethics**' for the practice as an advocate. He also focused on what to do and what not to do for the good relationship with the Bar and Bench and various aspects of the Professional Ethics in the career of Advocacy.

Asst. Prof. Madhuri Sarawade delivered vote of thanks and expressed the gratitude towards the resource person.



  
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Ref. No. *Lawh/2018-19/475*

Date : *03-02-2019*

President  
**Ajit Pawar**

Date-03/02/2019

Vice President  
Rajendra Ghadge

To,

Adv.Prajkta Deepak Girme

District & Session Court Advocate,

Shivajinagar Pune- 411005

Hon. Secretary  
Adv. Sandeep Kadam

**Subject: Request to conduct a Guest lecture on the topic  
'Professional Ethics'**

Respected Sir,

Treasurer  
dv. Mohanrao Deshmukh

Pune District Education Association Law College Hadapsar Pune-411028. Since its inception in 2002, the College has remained steadfast to its commitment for inculcating the 'Spirit of the Law' in the law students and the society as a whole. For the importance of development of Students. Needs for them, they will become good Lawyer as well a Hence your guidance on topic 'Professional Ethics' to Law Students will be very beneficial.

Dy. Secretary  
L. M. Pawar

As you are an expert and have the experience in this field, we cordially invite you to conduct a lecture on the topic of topic 'Professional Ethics' on 11/02/2020

Principal  
DR. JANARDHANA RAO KILLI

*Received*



*J.R.*  
Principal  
PRINCIPAL  
P.D.E.A.'S  
LAW COLLEGE  
Hadapsar, Pune-411028

PDEA'S

Law College Hadapsar Pune-411028

Guest Lecture Adv. Pranita Deepak Girme

Asst. Prof. Dated 11/02/2019

S.No.	Name Of Student	Class	Sign
1)	Vidhuashree Mane	LLB - II	
2)	Satendra Yadav	LLB - II	
3)	Jyotsana yadav.	LLB III	
4)	Santosh Chanchokant Bhosale	LLB III	
5)	Supriya Sanjay Walke	LLB III	
6)	Hatshada Tanaji Babar	LLB - II	
7)	Shumal. Karmthe	B.A.LLB. IV	
8)	Amrut Ankush veer	BA LLB V	
9)	Nishi Varesh Kumar	BA.LLB - V	
10)	Aarti Ranshod Gosavi	B.A.LLB - V	
11)	Aarati Ranshod Gosavi	B.A.LLB IV	
12)	Aishwarya S. Rawalekar	B.A.LLB IV	
13)	Bnehal Nana Sodunwar	B.A.LLB	
14)	Anjali Anil Nance	LLB II	
15)	Munika's Jaiswal	BA LLB IV	
16)	Mamta S. Jaiswal	B.A.LLB IV	
17)	Akshay Baburav Shinde	BA LLB V	
18)	Rajesh Kisan Birkari	LLB - III	
19)	Rohit Gunpat Doundkar	LLB III	
20)	Krupal K. Pawaskar	LLB III	
21)	Balasaheb V. Borawake	LLB III	
22)	Manisha Narayan Gouhar	LLB III	
23)	Rahul - B. Ludkat	LLB III	
24)	Shirsath Madhukar	LLB - III	



Principal  
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Pune District Education Association's



**Law College, Pune - 28  
Anti-ragging Committee  
National Toll Free Anti - Ragging  
Helpline No. 1800 180 552**

**WARNING**

(under Maharashtra Prohibition Of Ragging Act 1999  
Ragging Within Or Outside The Campus Is Strictly Prohibited  
Punishment For The Culprits :-

- A) Imprisonment Upto 2 Years And / Or A Fine Of Rs. 10,000/-  
B) Immediate Dismissal From The Institute

By Order

**सावधान**

(महाराष्ट्र रॅगिंग विरोधी कायदा, १९९९ )

महाविद्यालयाच्या आवारात व बाहेर रॅगिंगवर पूर्ण बंदी आहे.  
या संदर्भातील दोषी व्यक्तीस दोन वर्षांचा तुरुंगवास  
आणि / किंवा रू. दहा हजार दंड होऊ शकतो.

संबंधित संस्था तसेच महाविद्यालयातील प्रवेश तात्काळ  
रद्द केला जाईल. आदेशावरून

A COMPLAINT TO BE MADE TO THE HEAD OF THE  
COLLEGE.

CONTACT : 7028207135

## Law College, Hadapsar, Pune-28

Anti Ragging Committee 2023-24

Helpline No.-7028207135

Hadapsar Police Station Contact No-02026996577

Sr. No.	Name of Member	Designation
1	Dr.Ranjana Patil	Presiding Officer (Principal)
2	Mr.Kiran Jadhav	Member
3	Mrs.Sanobar Kazi	Member
4	Mr.Santosh Sutar	Member
5	Mrs.Seema Waware	Member
6	Mrs. Vaishali Bahirat	Member (Non-Teaching)

## Law College, Hadapsar, Pune-28

Women Grievance Cell /  
Sexual Cell Harassment 2023-24

Helpline No.-7028207135

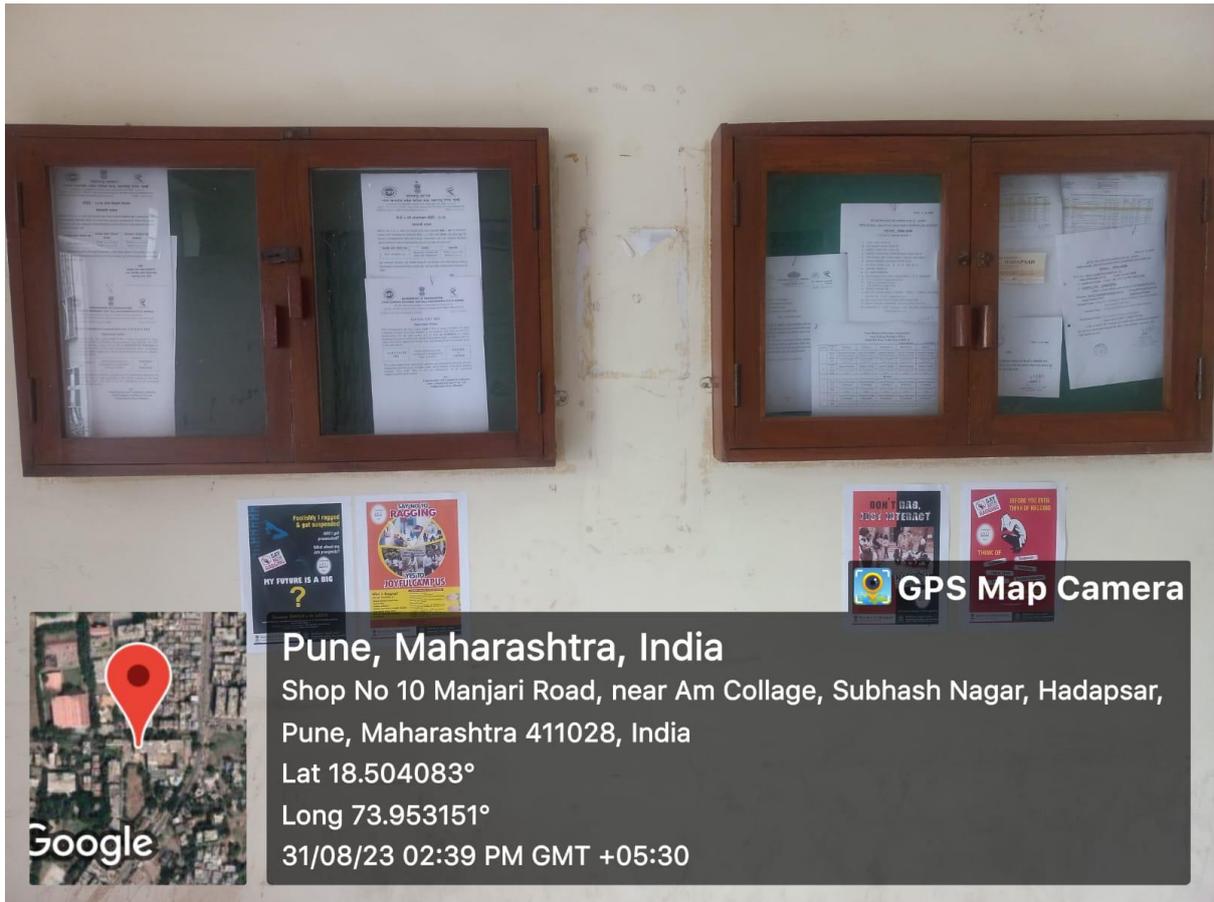
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4	Mr.Santosh Sutar	Member
5	Mrs. Seema Waware	Member
6	Mrs. Priya Karmakardas	Member
7	Mrs. Vaishali Bahirat	Member (Non-Teaching)

## Law College, Hadapsar, Pune-28

विद्यार्थी विकास मंडळ:- (महाराष्ट्र सार्वजनिक विद्यापीठ अधिनियम २०१६, ५६ (२) (ख) विद्यार्थी तक्रार निवारण कक्ष २०२३-२०२४

Students Grievance Redressal cell 2023-2024

Sr. No.	Name of Member	Designation
1	Dr.Ranjana P. Patil	Presiding Officer (Principal)
2	Asst.Prof.Kiran Jadhav	Member
3	Asst.Prof.Sanobar Kazi	Member
4	Asst.Prof.Santosh Sutar	Member
5	Suhas Kangude	Student Representative



Google

 GPS Map Camera

**Pune, Maharashtra, India**

Shop No 10 Manjari Road, near Am Collage, Subhash Nagar, Hadapsar,  
Pune, Maharashtra 411028, India

Lat 18.504083°

Long 73.953151°

31/08/23 02:39 PM GMT +05:30



Google

 GPS Map Camera

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31/08/23 02:39 PM GMT +05:30



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