



Jyotirao Phule Subharti College of Physiotherapy



Recognized by U.P. State Medical Faculty, Lucknow and Indian Association of Physiotherapists
Website: sc.subharti.org, e-mail: physiotherapy@subharti.org, Ph. (0121) 2433043 (52) (Ext: 3052, 3051), Text: 8121-3058030, 2439667

A constituent college of

SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)

Office of the Principal

Date: 18/3/2021

NOTICE

All the students of BPT 3rd & BPT 4th year are informed that Value Added Course on 'Importance of Workplace Ethics' is going to be held from 22/3/2021 to 25/3/2021. The students who are interested in joining the course are asked to give their names to Dr. Kayinat Hassan, Course Coordinator & Assistant Professor, JRP SCPT for registration.


Registrar
Swami Vivekanand
Subharti University
MEERUT


15/3/21
Dr. Jasmine Anandabai
Principal

PRINCIPAL

Subharti College of Physiotherapy

Swami Vivekanand Subharti University, Meerut



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VALUE ADDED COURSE

ON

'IMPORTANCE OF WORKPLACE ETHICS'

SCHEDULE: 22/03/2021 – 25/03/2021

CREDIT HOURS: 16 HOURS

CREDIT POINTS: 1

| DATE | TOPIC & CONTENT | FACULTY NAME | TIMINGS |
|----------|---|--|---|
| 22/03/21 | VALUE AND ETHICS-INTRODUCTION <ul style="list-style-type: none"> positive ambience at the workplace. fool-proof systems to measure the performances of individuals. Appraisal system to track employee's performance throughout the year and his/her career growth. Periodic reviews | DR. RAHUL BANSAL HOD, DEPT OF COMMUNITY MEDICINE, SMC | 10AM TO 12PM |
| 22/03/21 | Workplace ethics - management guides and mentoring employees <ul style="list-style-type: none"> Appraisal and salary hikes Employees must have a say in their appraisal system. Transparency. Reasons for change of job- - Career growth and monetary benefits. security about their job and career. Unnecessary favouritism | DR. JASMINE ANANDABAI | 2PM TO 4 PM |
| 23/03/21 | <ul style="list-style-type: none"> Increment on the basis of An individual's output throughout the year Organizations response at the times of crisis. Workplace ethics says that organizations need to retain | DR. ANSHIKA SINGH | 1 10AM TO 12PM |



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| | | | |
|----------|--|---------------------------|---------------------|
| | <p>and nurture talents.</p> <ul style="list-style-type: none"> • key responsibility areas, policies, rules and regulations and code of conduct of the organization. • Induction of Employees into the system. • awareness of the organization's policies from the very first day itself. | | |
| 23/03/21 | <p>Workplace ethics in strengthening the bond among employees and their superiors.</p> <ul style="list-style-type: none"> • Sanctioning the leaves • Understand their problems. • impartiality to employees, • lending a sympathetic ear to their grievances | DR KAYNAT HASSAN | 2PM TO 4 PM |
| 24/03/21 | <p>Workplace ethics in strengthening the bond among employees and their superiors.</p> <ul style="list-style-type: none"> • Sanctioning the leaves • Understand their problems. • impartiality to employees, • lending a sympathetic ear to their grievances | DR. AVNIKA SINGH | 10AM TO 12PM |
| 24/03/21 | <p>Management to act as a source of inspiration for the employees.</p> <ul style="list-style-type: none"> • influence of team managers, leaders on their team members to a large extent. • Need of Superiors to adhere to the rules and regulations of the organization for their employees to follow the same. | DR. LATIKA GULYANI | 2PM TO 4 PM |



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| | | | |
|----------|---|----------------------|--------------|
| 25/03/21 | <p>Constant communication between the management and employees is of utmost importance in inculcating workplace ethics.</p> <ul style="list-style-type: none"> • transparency with its employees. • say in decisions. • deciding what is right and what is wrong for them. • Discussing , brainstorm ideas and listen to what they have to say. • Never ignore opinions. • coming out with their grievances. | DR. UZMA KHAN | 10AM TO 12PM |
| 25/03/21 | <p>Tips to Promote Workplace Ethics</p> <ul style="list-style-type: none"> • workplace ethics to be very specific and careful while recruiting potential employees • human resource professionals - face of an organization. • responsibility of formulating policies, rules and regulations of the organization. • policies should neither be too flexible nor too rigid. | DR. ANJALI CHAUDAHRY | 2PM TO 4 PM |


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 Subharti University
 MEERUT


 Dr. Jashvini Anandabai
 Principal,
 Subharti College of Physiotherapy
 Swami Vivekanand Subharti University, Meerut.



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Date: 26/3/2021

Report

VALUE ADDED COURSE ON "IMPORTANCE OF WORKPLACE ETHICS"

A value added course on 'Importance of Workplace Ethics' was organized from 22/3/21 to 25/3/21 for the students of BPT 3rd& BPT 4th year. A total of 51 students of BPT 3rd year and BPT 4th year participated in the value added course. The total duration of value added course on 'Importance of Workplace Ethics' was 16 hours with 01 credit point.

The course focused on :

1. Value and ethics
2. Workplace ethics - management guides and mentoring employees
3. Workplace ethics in strengthening the bond among employees and their superiors.
4. Management to act as a source of inspiration for the employees.
5. Constant communication between the management and employees is of utmost importance in inculcating workplace ethics.
6. Tips to Promote Workplace Ethics

At the end of the course certificate of participation were distributed to all the participants who attended the course.

**Dr. Jasmine Anandabai
Principal**



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VALUE ADDED COURSE ON IMPORTANCE OF WORKPLACE ETHICS SESSION 2020-21

REGISTRATION LIST

| Sr. No. | Name of the student | 22/03/2021 | 23/03/2021 | 24/03/2021 | 25/03/2021 |
|---------|---------------------|------------|------------|------------|------------|
| 1 | Km. Tulika | P | A | P | P |
| 2 | Humera Rehman | P | A | P | P |
| 3 | Khushi Gupta | A | P | P | P |
| 4 | Ishikajain | A | P | P | P |
| 5 | Mohd Abbas | P | P | P | A |
| 6 | Daminikansal | P | P | P | P |
| 7 | Garima pal | P | P | A | P |
| 8 | Rajat | P | P | P | P |
| 9 | Kanak Priya | P | P | A | P |
| 10 | Mohd Saddam | P | A | P | P |
| 11 | Mohammad Hasan | P | A | P | P |
| 12 | Saumya Mathur | A | P | P | P |
| 13 | Pragati Raghav | P | P | P | P |
| 14 | Prashansa Jain | P | P | P | P |
| 15 | Shweta Kundoo | A | P | P | P |
| 16 | Ekta | P | P | P | A |
| 17 | Toolika Goyal | A | P | P | P |
| 18 | Ishika Jain | P | P | P | A |
| 19 | Gayatri Patel | P | P | P | P |
| 20 | Toolika Goyal | P | P | P | A |
| 21 | Priya | P | P | P | P |
| 22 | Niharika Gupta | P | P | P | P |
| 23 | Kavya Mittal | P | P | P | P |
| 24 | KM Riya | P | P | P | P |
| 25 | Mohd Salim | P | P | P | P |
| 26 | Sakshi Sharma | P | P | A | P |
| 27 | MohdAnif | P | P | A | P |
| 28 | Km Pooja Lohiya | P | P | P | P |
| 29 | Apoorav Saini | P | P | P | P |
| 30 | ARNIV Aditya | P | P | P | P |
| 31 | Km.Saloni Sharma | P | A | P | P |
| 32 | Rupal Chauhan | P | A | P | P |
| 33 | Km.saloni Sharma | P | P | P | P |



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| | | | | | |
|----|-----------------------|---|---|---|---|
| 33 | Anushtha Maheshwari | P | A | P | P |
| 35 | Riya Gupta | P | P | A | P |
| 36 | Kajal Bhati | P | P | A | P |
| 37 | Kamini Singh | P | P | P | P |
| 38 | Km shwetayadav | P | A | P | P |
| 39 | Sofiya Hussain | P | A | P | P |
| 40 | Himanshu Boura | P | P | P | A |
| 41 | Ruqaiya Rashid | P | P | P | A |
| 42 | Ruby Maisawmdawngzeli | P | P | P | P |
| 45 | Mehak Oberoi | P | P | P | A |
| 46 | Nikhil Arya | P | P | P | P |
| 45 | Nishat Khan | P | P | P | P |
| 4E | Sidharth M Sasi | A | P | P | P |
| 47 | Parkhi Gupta | A | P | P | P |
| 48 | Pragati Sawhney | P | P | P | P |
| 49 | Bhavya Agarwal | P | A | P | P |
| 50 | Sharik Tyagi | P | A | P | P |
| 51 | Anushka Tyagi | P | P | P | P |


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25/3/2021
Dr. Jasmine Anandabai

Principal

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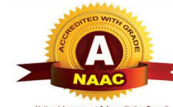
JRP SUBHARTI COLLEGE OF PHYSIOTHERAPY
CERTIFICATE OF COMPLETION

This is to certify that Mr./Ms POOJA LOHIYA has successfully completed the Value Added

Course on "IMPORTANCE OF WORK PLACE ETHICS"

Held from 22ND MARCH 2021 to 25TH MARCH 2021.

Dr. Jasmine Anandabai
Off. Principal
JRPSCPT



JRP SUBHARTI COLLEGE OF PHYSIOTHERAPY
CERTIFICATE OF COMPLETION

This is to certify that Mr./Ms RIYA has successfully completed the Value Added Course on

"IMPORTANCE OF WORK PLACE ETHICS"

Held from 22ND MARCH 2021 to 25TH MARCH 2021.

Dr. Jasmine Anandabai
Off. Principal
JRPSCPT



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CERTIFICATE OF COMPLETION

This is to certify that Mr./Ms SALONI SHARMA has successfully completed the Value Added

Course on "IMPORTANCE OF WORK PLACE ETHICS"

Held from 22ND MARCH 2021 to 25TH MARCH 2021.

Dr. Jasmine Anandabai
Off. Principal
JRPSCPT



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CERTIFICATE OF COMPLETION

This is to certify that Mr./Ms ARNIV ADITYA has successfully completed the Value Added

Course on "IMPORTANCE OF WORK PLACE ETHICS"

Held from 22ND MARCH 2021 to 25TH MARCH 2021.

Dr. Jasmine Anandabai
Off. Principal
JRPSCPT