

**Code of Conduct for engaging services of Bank's Medical Consultant on hourly basis on fixed remuneration, Reserve Bank Staff College (RBSC), Reserve Bank of India (RBI), Chennai**

1. Every Medical Consultant shall observe, comply with and obey all orders and directions which may from time to time be given to him / her by any person or persons under whose jurisdiction, superintendence or control he / she may for the time being be placed.
2. Every Medical Consultant shall maintain the strictest secrecy regarding the College's affairs and the affairs of its constituents and shall not divulge, directly or indirectly, any information of confidential nature either to a member of public or the College's staff, unless compelled to do so by judicial or other authority or unless instructed to do so by a superior officer in discharge of his / her duties.
3. Every Medical Consultant shall serve the College honestly and faithfully and shall use his/her utmost endeavors to promote the interests of the College and shall show courtesy and attention in all transactions.
4. No Medical Consultant shall take an active part in politics or in any political demonstration or stand for election as member for a Municipal Council, District Board or any Legislative Body.
5. No Medical Consultant shall become or continue to be a member or office-bearer of or be otherwise directly or indirectly associated with, any trade union or a federation of such trade union or resort to or in any way abet, any form of strike or participate in any violent, unseemly or indecent demonstration in connection with any matter pertaining to his / her terms and conditions of contract.
6. No Medical Consultant shall contribute to the press anything relating to the affairs of the Reserve Bank Staff College / Reserve Bank of India without the prior sanction in writing from the College or publish any document, paper or information which may come into his/her possession in his / her capacity as Medical Consultant of the College. The Bank's Medical Consultant shall indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information.
7. A Medical Consultant shall not solicit or accept any gift from any employee.
8. A Medical Consultant shall not absent from his / her duties without the permission of the College and making alternate arrangement acceptable to the College during his / her absence. Such alternate arrangement shall not exceed five days at a time.

9. A Medical Consultant shall not outsource his / her service to the College.

10. A Medical Consultant shall -

- a) strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he may, for time being, happen to be;
- b) not be under influence of any intoxicating drink or drug while on duty and shall also take care that performance of his / her duties at any time is not affected in any way by the influence of such drink or drug;
- c) refrain from consuming, in a public place, any intoxicating drink or drug;
- d) not appear in public in a state of intoxication; and
- e) not use any intoxicating drink or drug to excess.

**Explanation:** The terms "public place" would include clubs, even exclusively meant for members where it is permissible for members to invite non-members as guests, bars and restaurants, public conveyance and all other places to which the public have or are permitted to have access, whether on payment or otherwise".

11. No Medical Consultant shall indulge in any act of sexual harassment of any woman employee at work place.

**Explanation:** For this purpose, "Sexual Harassment" means sexual harassment as defined under Section 2 (n) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the circumstances as specified under Section 3(2) of the said Act and any such unwelcome sexually determined behaviour, whether directly or by implication as:

- a) Physical contact and advances;
  - b) demand or request for sexual favours;
  - c) sexually coloured remarks;
  - d) showing pornography; and
  - e) any other unwelcome physical, verbal or non-verbal conduct of a sexual nature
- besides, all such definition / interpretation as applicable in the statute / laws.

12. The contract is liable to be terminated, if a Medical Consultant is arrested for debt or on a criminal charge or is detained in pursuance of any process of law.

13. Medical Consultant shall not give, solicit or receive nor shall offer to give solicit or receive, any gift, gratuity, commission or bonus in consideration of or return for referring, recommending or procuring of any patient for medical, surgical or other treatment. A Medical Consultant shall not directly or indirectly participate in or be a party to act of

division, transference, assignment, subordination, rebating, splitting or refunding of any fee for medical, surgical or other treatment.

14. The provision at S. No. 13 above shall apply with equal force to the referring, recommending or procuring by a Medical Consultant or any person, specimen or material for diagnostic purposes or other study / work.
15. Every Bank's Medical Consultant shall also maintain patient confidentiality and shall not share the patient profile with any outsider/third party. The confidentiality requirement shall be perpetual and shall survive after the termination of contract. The Bank's Medical Consultant shall indemnify and keep the Bank indemnified for any loss suffered by the Bank as a result of disclosure of any confidential information.
16. The contract is liable to be terminated in case a Medical Consultant commits a breach of code of conduct of the College mentioned above or terms and conditions of the contract accepted by him / her, displays negligence, inefficiency or indolence or knowingly does anything detrimental to the interests of the College or in conflict with its instructions or is guilty of any other act of misconduct.