

SINHGAD TECHNICAL EDUCATION SOCIETY'S
SINHGAD INSTITUTE OF
TECHNOLOGY, LONAVALA
INSTITUTION'S INNOVATION COUNCIL (IIC)

**GENERAL MEMBER RULES &
CODE OF CONDUCT
2026 – 2036**

**The Sovereign Framework for
Confidentiality, Hierarchy, and Professional
Discipline**

*The Definitive Manual for Every IIC Member: Mastering the Chain of
Command, Protecting Institutional Secrets, and Upholding the Legacy of
Innovation.*

Custodian:
Student Convenor &
Documentation Head

Approving Authority:
Student President &
The Board of Elders

Classification: Internal/Member-Wide

January 2, 2026

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1 ARTICLE I: FOUNDATIONAL ETHOS

1.1 The "One Team, One Goal" Principle

Every member of the IIC SIT Lonavala is a representative of the Council's 10-year legacy. Whether you are a first-year volunteer or a graduating senior, your conduct in the lab, on campus, and in the digital world must reflect technical supremacy and professional maturity. We are a sanctuary for "Builders"—those who prefer execution over talk.

2 ARTICLE II: UNIFORMITY & IDENTIFICATION

2.1 The IIC Identity Protocol

Presence in the Innovation Lab or at any official event requires absolute adherence to the identification rules:

1. **The IIC Hoodie:** The official hoodie is a symbol of technical elite status. It must be worn during all official meetings, guest visits, and competitions. It must be maintained in clean, presentable condition.
2. **The IIC ID Card:** Every member must wear their Council-issued ID card visibly at all times when inside the Innovation Lab or at an IIC event.
3. **Aesthetics:** Wearing the hoodie in a disrespectful manner or lending it to non-members is a Grade D violation of the Penal Schedule.

3 ARTICLE III: COMMUNICATION HIERARCHY (THE CHAIN OF COMMAND)

3.1 Reporting Structure

To ensure operational efficiency and respect for leadership time, a strict reporting hierarchy is enforced:

- **The Standard Path:** Member → Team Head → Student Convenor → Student President.
- **Direct Contact Ban:** General members are **not permitted** to directly message or talk to the President or Vice President for routine matters (e.g., lab access, small technical doubts, or petty grievances). They must go through their respective Team Head.
- **The Board Clause:** If an issue is of extreme gravity (e.g., harassment, major corruption, or "Institutional Emergency") and the Team Head is involved, a member may directly approach a **Board Member** (Retired Elder) for a closed-door hearing.

3.2 The R&D Sovereignty Exception

The Research & Development (R&D) Wing is a "Special Forces" unit with a direct-reporting mandate:

- **Power Level:** R&D members report directly to the R&D Head, who reports directly to the Faculty President and Student President.
- **Autonomy:** Due to the high technical risk and secrecy of projects (e.g., ISRO IROC-U), the R&D wing operates under a different class of rules. They are exempt from the standard hierarchy mentioned above but remain bound by the NDA and Behavioral Ethics.

4 ARTICLE IV: NDA & ABSOLUTE CONFIDENTIALITY

4.1 Non-Disclosure Agreement (NDA)

By signing this document, the member enters into a binding Non-Disclosure Agreement with IIC SIT Lonavala.

- **Technical Secrets:** Sharing schematics, code, BOMs, or prototype designs with non-members or other college clubs is "Institutional Treason."
- **Board Decisions:** Internal discussions regarding funding, hiring, or disciplinary actions are strictly confidential.
- **Data Leak Penalty:** Any violation of the NDA results in immediate **Grade A Termination** and a permanent blacklist.

5 ARTICLE V: BEHAVIORAL ETHICS & SOCIAL CULTURE

5.1 The "Family-First" Addressing Policy

We value respect over rigid formality.

- **Address Style:** Members are **not** strictly required to address seniors or heads as "Sir" or "Madam." You may call them by their names or follow traditional campus respect (e.g., "Dada," "Tai," or "Bhai") as long as the tone remains professional and non-derogatory.
- **Equality in Innovation:** Inside the lab, the best idea wins, regardless of the PRN or Year of the person proposing it.

5.2 The "Anti-Toxic" Mandate

- **No Back-Biting:** Criticizing the Council, its leadership, or its members to outsiders or within internal cliques is prohibited. If you have a problem, use the "Inquiry Path" (Article III).

- **Club Discussions:** Discussions about official club matters must **end** when you leave the club environment. "Kitchen-gossip" about board decisions in hostels is strictly discouraged to prevent misinformation.

6 ARTICLE VI: REAL-WORLD SCENARIO HANDLING

6.1 Scenario A: Bypassing the Head

Example: A Documentation volunteer messages the President asking for a leave of absence because their Team Head didn't reply in 1 hour.

- **Violation:** Breach of Communication Hierarchy (Article III).
- **Correction:** The President will not reply. The Convenor will issue a warning. The member must learn to wait for the Head or follow up with the Co-Head.

6.2 Scenario B: External Venting

Example: After a long night in the lab, a member posts a story on social media complaining about "heavy workload" or "slow wifi" in the IIC Lab.

- **Violation:** Breach of Confidentiality and Brand Integrity.
- **Action:** Immediate Grade C Penalty. Public venting is seen as a sign of professional immaturity.

7 ARTICLE VII: MANDATORY ATTENDANCE & ORDERS

7.1 Execution Loyalty

- **Obedience:** When a Team Head or Convenor issues a work order, it must be followed as long as it is within the SOP. "I don't like this task" is not a valid reason for refusal.
- **Meeting Presence:** Attendance at the weekly "General Assembly" is compulsory. Two consecutive unexcused absences result in a "Show Cause" notice.

SIGNATORIES OF THE 2026 MEMBER CODE

Student Convenor

Documentation Head

Student President

8 ARTICLE VIII: MEMBER OATH OF LOYALTY

OATH OF THE IIC INNOVATOR

IIC SIT Lonavala - Member Commitment

I, _____, assuming the role of **General Member**, hereby declare:

- ☐ I will protect the technical secrets and administrative confidentiality of the Council with my absolute integrity.
- ☐ I will follow the Chain of Command and respect the authority of my Team Head and the High Command.
- ☐ I will wear the IIC Hoodie and ID card with pride and institutional respect.
- ☐ I will resolve all conflicts internally and refrain from back-biting or public defamation of the Council.
- ☐ I understand that IIC is a high-performance environment and I am committed to the "Zero-Lag" execution standard.

Signature of Member

Date