## Introduction

This document explains the basic rules to be followed by students of the bi0s Hardware team.

It is very important to note that to be a member of team bi0s is a privilege and not a right. Along with those privileges also comes certain responsibilities as well as rules to be followed.

## **Basic Rules**

- 1. Students must always be respectful to teachers and keep them informed of things like attendance exemption, going to events, etc.
- 2. Studies have higher priority and the student is responsible for maintaining the GPA and submitting assignments etc on time
- 3. After studies **Team always comes first.**
- 4. Status updates must be sent **daily** without fail
- 5. Every member of team bi0s hardware shall be **physically present** in the lab (not hostel) for the **duration of the Project** (except when you want to sleep or take a rest).
- 6. You are a part of team bi0s hardware, **not just the area that you focus on**.
- 7. The team will try and discuss the challenges that could not be solved during each project. The training materials for the juniors should be updated if needed so that these concepts are covered.
- 8. There should be a strategy that must be discussed before a contest. If there are multiple contests, ensure that you have a sound strategy in place before the start of the contest.
- 9. Under any emergency or planned event such as a marriage, you should mention it to the entire team about it in advance and then you can go for it.
- 10. Anyone who is going for any holiday or not able to come to the lab must send a message to the entire group and only then be absent.
- 11. 80 100% of your time must be used for improving the team performance. bi0s reputation is what is getting the attendance exemption and the facilities.
- 12. Students **must not apply or go for any events** or **internships** without first consulting and explaining to the leads and then the chief mentor how this event or internship will benefit the team.

If you are a regular offender of these basic rules, you shall be asked to leave the club. Don't expect any references, recommendation letters, attendance exemption, or grace marks without following these rules.

These rules are made in the best interest of the club and will also directly benefit students as well. Rules will be revised from time to time.

As the team grows, team discipline is of utmost importance.

Those who don't send status updates or follow the rules shall at the first instance be warned. In the second instance, the student shall be suspended from the club for 2 weeks. In the third instance, the student shall not be eligible for grace marks, attendance exemption, or any recommendation. Finally, the student will be asked to leave the club.