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SUPPORTING DOCUMENTS

6.2.2 - IMPLEMENTATION OF E- GOVERNANCE IN AREAS OF OPERATION

(e-governance report)

2022-23



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E-Governance: Annual Report (Year 2022 – 23)

Introduction

The college aims to ensure effective implementation of e- governance across various domains. This has made a significant progress in streamlining administrative processes, financial management, student admission and support systems and examination procedures. This annual report presents the extent of the implementation of the e-governance achieved during the session 2022 – 23.

1.Administration:

The administration department has successfully integrated various e-governance systems to improve efficiency and transparency. These include:

Manav Sampada HP: This Human Resource Management System (HRMS) has streamlined the management of employee records, service records, and various other HR functions.

E-service Book: The digital service book has replaced traditional paper-based records and allows faculty and staff to easily access their service records online.

Biometric Attendance System: The implementation of this system has ensured accuracy, efficiency, transparency, punctuality and commitment, hence providing an effective educational environment for all stakeholders.

E-salary: The E-salary system has facilitated the digital processing and disbursement of salaries, ensuring timely and error-free payments.

Gem Portal: As per government notification, utmost priority for procurement of equipment is given to GeM portal.

2. Finance and Accounts:

The integration of e-governance in the Finance and Accounts department has streamlined and improved financial management ensuring accuracy and accountability.

Treasuries, Accounts, and Lotteries: The department has digitalized its operations, ensuring efficient management of funds and timely disbursements.

GPF Information: The General Provident Fund (GPF) information system provides faculty and staff with online access to their GPF account details, including balance and transaction history.

IFMS - Integrated Financial Management System: The IFMS has improved the college's financial reporting, budgeting, and financial management processes.

3. Student Admission and Support:

The college has implemented various e-governance systems to streamline student admissions and provide support, hence making the process student friendly.

The College Website: The college website provides comprehensive information on academic programs, admission procedures and student support services. Students have access to Online Prospectus and fill out online admission forms, upload necessary documents and pay the fees through Online Fee payment Gateway. The website also includes online portal for registering the



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complaints related to sexual harassment, gender discrimination and SC/ST/OBC discrimination and any kind of caste related issues/ injustice.

HPU/SPU Student Portal:

The portal provides students with access to academic records, examination schedules, and other university-related information. Inter College Migration Online form is also available on the University website.

Online Feedback System:

Feedback on various issues related to teaching learning process, infrastructure and different facilities for the students was collected and action was taken according to the feedback received. Online system has made the process easily accessible.

Library:

The College library is partially automated and has been using SOUL version 2.0 (Software for Universities Libraries) Server since 2011. It is being used for Books' Cataloguing and entry and students can access the information about the books in the library centre online which is operational from the library centre only. They can search the books title wise, author wise and accession no wise. College Library also has NLIST Inflibnet subscription for online books. Students can have access to all the digital resources (e-books and e-journals) by using their allotted usernames and passwords on any device with an internet connection as well as in the library e-resource centre.

4. Examination:

The digitization of the examination system has significantly improved the examination process.

The College Website: The website publishes examination schedules, results, and other important information.

HPU/SPU Examination Portal: The portal facilitates online registration for exams and provides students with exam-related notifications and updates.

HPU/SPU Student Portal: The student portal allows students to view and download their admit cards, examination results, as well as access other university-related information.

Online Marks Entry: The faculty members can enter and submit the CCA through the affiliating University portal.

In conclusion, the implementation of e-governance has brought immense benefits to all the stakeholders.

Principal

 Govt College Kullu
 (H.P.)