## **E-Governance Policy**

The college is committed to adopt, implement and practice e-governance in order to provide a simpler, robust and efficient system of governance. Extensive use of E-governance has to be incorporated into every sphere of college functioning. It is to be implemented at various levels to provide efficient system of governance within the institution leading to paperless administration at its best.

- 1. The college is practicing e-governance in administrative matters, finance and accounts, library and examination related processes.
- 2. Tuition fee and Examination fee is being remitted through online payment system. Staff members salary is being credited in their account directly by NEFT.
- 3. Remuneration for external and internal examiners is being settled through online payment system in their bank account.
- 4. The college staff including administration, faculty, support staff, students and parents are electronically connected for instant disposal and receipt of messages, notices etc.
- 5. Staff punctuality is ensured by electronic attendance (biometric) which is secure from tampering and hassle free.
- 6. The website of the college is full-fledged and functional. It serves as the focal point of e-governance initiatives.
- 7. Online feedback mechanisms enabling students and parents to provide feedback on courses, faculty, and students grievance redressal system for representing their grievances.
- 8. Collaboration and communication tools enabling online interaction between students, faculty, and staff.
- 9. The college online admission and registration process is being carried out from the college website in a user-friendly manner

Overall, e-governance has the potential to significantly improve the efficiency, transparency, and accessibility of education in educational institutions. However, it is important to address the challenges such as data security and implementation cost associated with its implementation to ensure its success.