



GOVERNANCE LEADERSHIP AND MANAGEMENT

Indicator-6.2

Strategy Development and Deployment

Metric No.6.2.2	Sl.No.	Additional Information
6.2.2. Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	6.2.2	1. Policy Documents of e governance 2. Documents on Implementation of e-governance in different areas of operations.

Authenticated

Sh. Bhaganati

Principal

D.H.S.K. Commerce College,
Dibrugarh



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INTRODUCTION:

The E-Governance Policy is a comprehensive framework that aims to enhance the efficiency, transparency, and accessibility of administrative processes within the college through the effective implementation of information and communication technology (ICT) tools. This policy is designed to cater to various aspects of the college's operations, from **admissions to accounting, library services, e-waste management, and ICT infrastructure.**

Objective: The policy's main goal is to provide a framework for implementing and utilizing ICT tools to enhance the college's administrative processes. It aims to improve services for students, staff, faculty, and the community while adhering to relevant laws and regulations.

POLICY HIGHLIGHTS:

E-Governance System: The College will establish an integrated e-governance system to provide stakeholders with online access to services and streamline administrative functions.

Compliance: All e-governance initiatives will adhere to relevant legal and regulatory requirements, especially concerning data privacy and security.

Training and Support: Ensuring that stakeholders receive the necessary training and support to effectively use the e-governance tools is a key focus.

PROCEDURES:

Standard Operating Procedures (SOPs): Clearly defined SOPs will guide the implementation and maintenance of e-governance initiatives.

Regular Review: SOPs will be reviewed and updated as needed to keep up with changing requirements and technological advancements.

Dedicated Staff: Appointing a dedicated staff responsible for e-governance initiatives ensures effective implementation and maintenance.

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COLLEGE WEBSITE:

Primary Source of Information: The college website will be the main platform for sharing information with stakeholders.

Regular Updates: The website will be regularly updated with relevant information, ensuring that stakeholders are well-informed about admission, courses, fees, and notices.

User-Friendly Design: The website will be designed for ease of use and accessibility to accommodate all stakeholders.

ADMISSIONS:

Online Admission System: The College will establish an online admission system, enabling prospective students to apply online.

Fair Interaction: Interviews and interactions with prospective students will be conducted online to ensure fair access for students from different locations.

User-Friendly Design: The admission system will be designed to be user-friendly and accessible.

Inclusivity: Both online and traditional admission methods will coexist to ensure inclusivity.

Integration with Accounting: The admission system will seamlessly integrate with the college's accounting system for fee processing.

ACCOUNTING:

Online Accounting System: An online accounting system will be implemented for transparent and efficient financial transactions.

User Access: The accounting system will be accessible to authorized personnel and designed for ease of use.

Integration: It will integrate with the college's administrative software for seamless financial processing.

Encouraging Online Payments: Students will be encouraged to pay fees using the online platform.


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LIBRARY:

Online Library System: An online library system will grant stakeholders access to library resources remotely.

User-Friendly Design: The library system will be user-friendly and accessible to all stakeholders.

Regular Updates: The library system will be regularly updated and maintained for optimal functionality.

Diverse Resources: Efforts will be made to offer a variety of resources, including e-learning materials and eBooks.

E-WASTE MANAGEMENT:

Responsible E-Waste Management: Strategies will be implemented to reduce, reuse, and recycle electronic waste responsibly.

Safe Disposal: The College will ensure safe disposal of e-waste in compliance with laws and regulations.

Dedicated Team: A team will be responsible for implementing and maintaining the e-waste management system.

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ICT TOOLS - HARDWARE AND SOFTWARE INFRASTRUCTURE:

Maintenance: Regular updates and maintenance of hardware and software infrastructure are essential for efficient operations.

SOPs for Maintenance: Defined procedures for hardware and software maintenance will ensure smooth operations.

Access: Authorized personnel will have access to necessary hardware and software for their duties.

CONCLUSION:

The E-Governance Policy concludes by reaffirming its purpose to provide a comprehensive framework for implementing ICT tools in the college's administrative processes. The policy acknowledges the importance of efficiency, transparency, and accessibility and commits to regular reviews to ensure ongoing relevance and effectiveness in advancing the college's objectives.

Overall, the policy demonstrates a thoughtful approach to integrating technology into the college's operations to improve services and stakeholder experiences. It provides a clear roadmap for implementation and emphasizes compliance, accessibility, and continuous improvement.


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Implementation of e-governance in areas of operation in Administration, Finance and Accounts, Student Admission and Support and Examination

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← User Details

Email Saradyadav 347@Gmail.C...	Admission Category Below Poverty Line (BPL)
Admission Date 27th Jun 2020	BirthDate 1st Apr 2002
Gender Male	Religion Hinduism
Caste OBC	Blood Group -
Nationality -	Pincode 786001
Address Amolapatty Ram Nagar	Bank Account Name Sarad Yadav
Bank Branch Dibrugarh	Bank A/C No 6255289962
Bank IFSC Code	Specially Abled?

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Sarad Yadav
Principal
D.H.S.K. Commerce College
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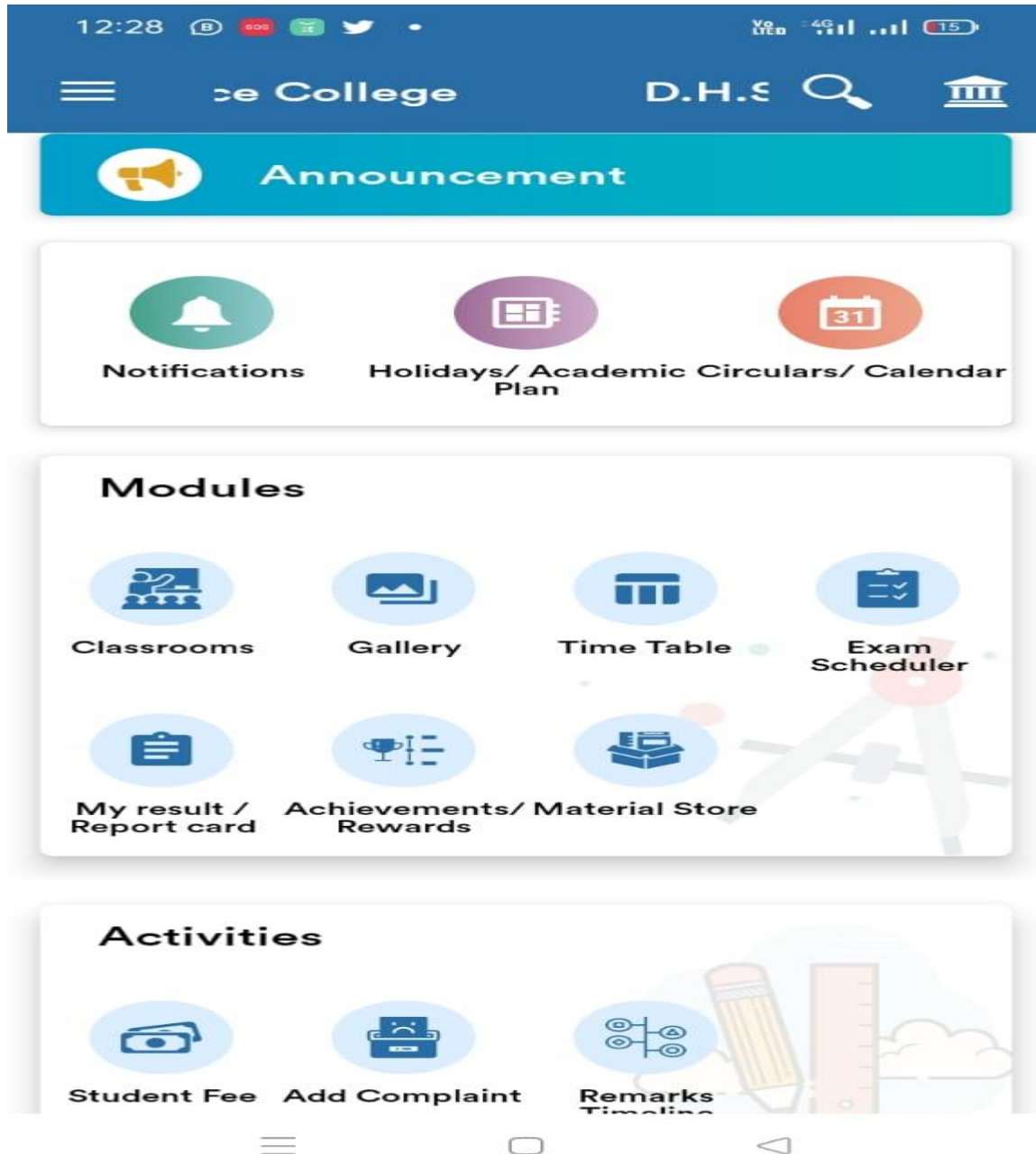
Bank Branch Dibrugarh	Bank A/C No 6255289962
Bank IFSC Code Idib000d019	Specially Abled? -
Signature uploads/ 2300/3_0/sig...	Parent's Name Harindra Yadav
Parent's Mobile 6002852372	Parent's Email -
Parent2's Name Arati Yadav	Parent2's Mobile 9101496052
Parent2's Email -	Prev Institute Name Dhsk Commerce C...
Prev Board Name Ahsec	Prev Standard/ Class 12th
Last Year of Passing	

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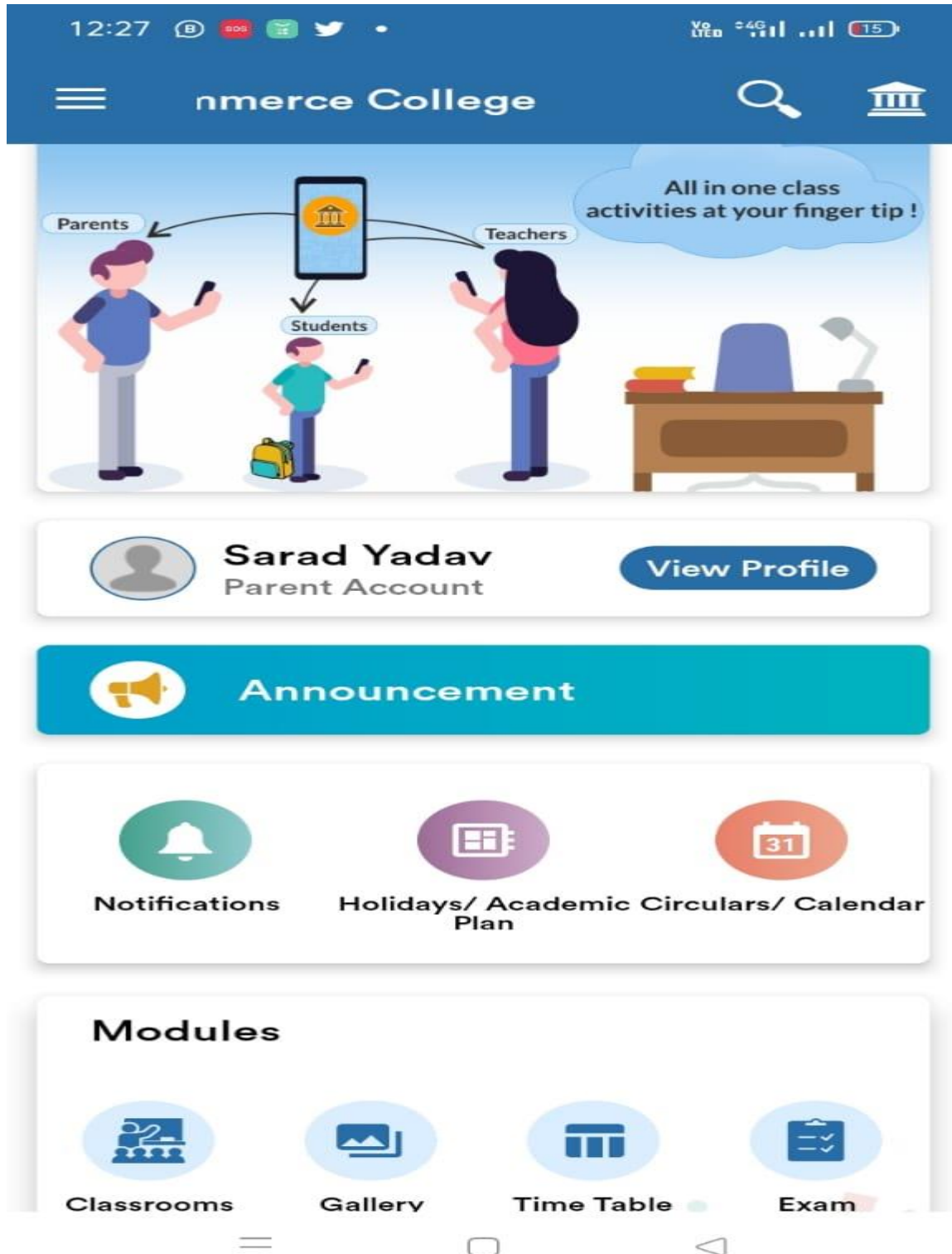
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Sushaganta
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Institute User Profile




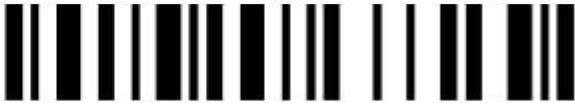
[Change Profile Picture](#)

Sarad Yadav
GR No: N/A | Student
Saradyadav347@Gmail.Com
Contact No: 8486110985
Unique Id : 201265

Parent Details

Harindra Yadav 6002852372	
Arati Yadav 9101496052	

QR Code 

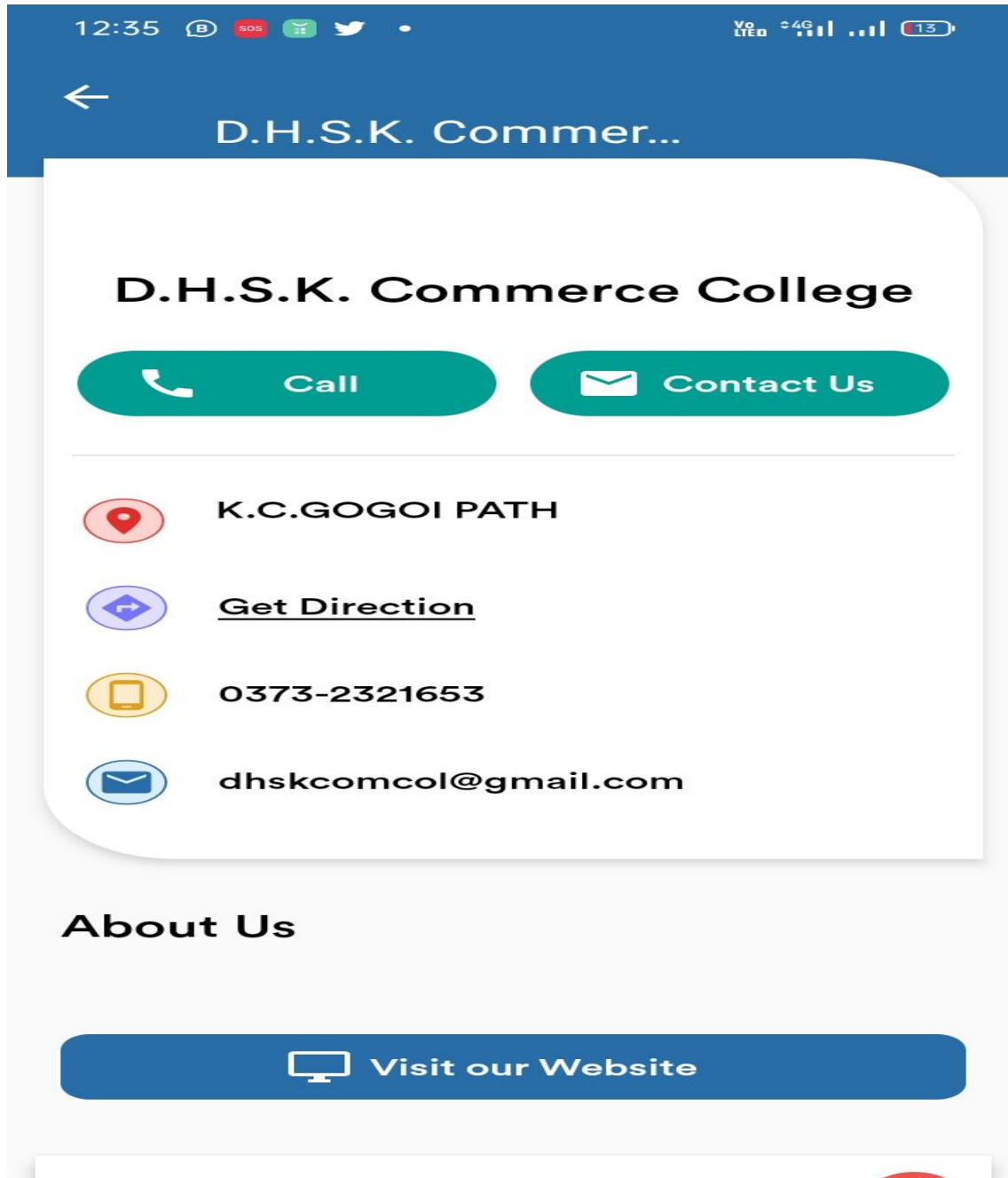
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Harindra Yadav >
Parent

Refresh Offline Data

2021-22 Odd

Main Department

Dashboard

Share App

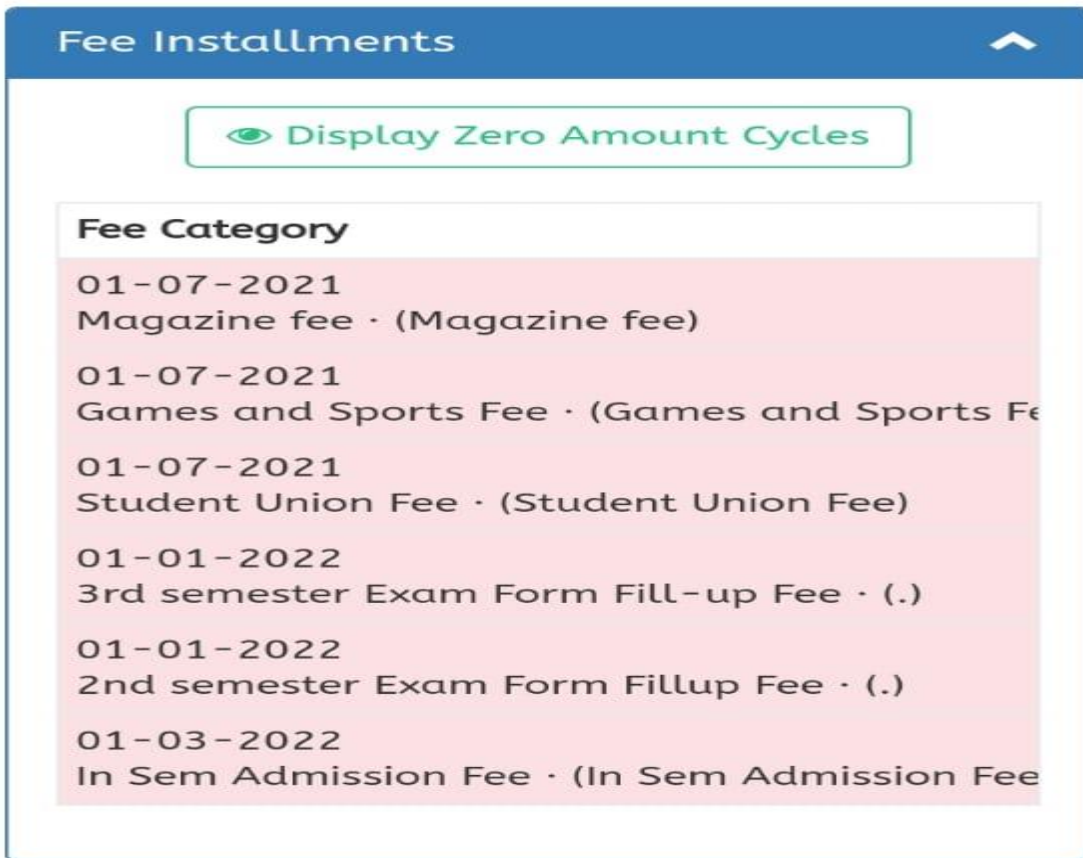
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Anshu Agaria
Principal
D.H.S.K. Commerce College
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< Pay ONLINE Fee

3	Student Union Fee - Student Union F
4	3rd semester Exam Form Fill-up Fee
5	2nd semester Exam Form Fillup Fee
6	In Sem Admission Fee - In Sem Admi

Fee Payments History

Receipt No	Date
2021-22 Odd/DHSK/2785	31-10-202
2021-22 Odd/DHSKExam/1688	06-01-202
2021-22 Odd/DHSKExam/2792	04-02-202
2021-22 Odd/DHSK/3543	13-03-202

Fee Installments



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Pay ONLINE Fee

Payment Transaction Logs

Category Wise Summary

Sr No.	Fee Name
1	Magazine fee - Magazine fee
2	Games and Sports Fee - Games and
3	Student Union Fee - Student Union F
4	3rd semester Exam Form Fill-up Fee
5	2nd semester Exam Form Fillup Fee
6	In Sem Admission Fee - In Sem Admi

Fee Payments History

Fee Installments



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Pay ONLINE Fee

Total Fees : ₹ 3850
Total Paid : ₹ 3850
Total Due : ₹ 0

Installment wise fee structure

Paid: Partial: Unpaid:

Cycle Date	Installment Label	Status
01-07-2021	Admission Fee	Fully paid
01-01-2022	Exam Fee	Fully paid
01-03-2022	Admission Fee	Fully paid
Total		

Payment Transaction Logs

Category Wise Summary

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