

NAYAGRAM PANDIT RAGHUNATH MURMU GOVERNMENT COLLEGE

BALI GERIA: JHARGRAM: PASCHIM MEDINIPUR

GOVERNMENT OF WEST BENGAL

E-Governance Policy

Policy: The College intends to implement e-governance in various areas of its operations in order to ensure accessibility to information, transparency of operation and accountability to all its stake – holders.

Scope: The scope of this policy extends to the following areas of operation and functioning of the College:

- General Administration
- Student Admission and Support
- Library
- Examination
- Accounts & Finances

Objectives:

- To function in keeping with the initiatives of the Central and State governments to digitalize information
- To promote transparency and accessibility of information in spheres of College activities like: admission, examination, finance and accounts, communication with students, communication with state government and various funding agencies
- To create a Wi-Fi enabled campus for the benefit of students and teachers in due course of time
- To create more Smart Classrooms to promote immersive learning in the future
- To establish, in the near future, a fully automated and e – catalogued library

Areas of Policy Implementation:

- **Website:** The College Website is constantly updated and maintained as it acts as the first and most frequently accessed point of contact between the College and its students. It contains detailed information about the history of the College, the different Courses and Programmes taught by the College, the curriculum vitae of the faculty members, the notices regarding admission, curricular and co – curricular activities being organized by the College, examination, fees payment and all other necessary and important information.
- **Students' Admission:** As a government College, following the directives of the Higher Education Department, Government of West Bengal, admission to all the undergraduate courses/ programmes is to be conducted online. The College is to hire the services of a

private vendor to create and run an Admission Portal that shall be easy to access and make the admission process error – free and transparent.

- Examination: As per norms of the Vidyasagar University, to which the College is affiliated, the marks acquired by students in both Internal and External Examinations are to be uploaded by the teaching faculty on the University portal. The College is committed to providing the requisite infrastructure to its teaching faculty and students' section to perform this function.
- Finance & Accounts: As a government college, all financial transactions, salary, Self - Appraisal Report, Leave Applications etc. of the teaching and non- teaching staff, are to be done through the West Bengal Integrated Finance Management System.

In order to successfully implement the above – mentioned e – governance policy, adequate hardware, software and internet connection shall be procured by the College from time to time.

IQAC Coordinator

Nayagram PRM Govt. College

Officer-in-Charge

Nayagram PRM Govt. College