



Achhruram Memorial College

[AFFILIATED TO SIDHO-KANHO-BIRSHA UNIVERSITY]

NAAC GRADE B (2008)

JHALDA, PURULIA, WEST BENGAL, INDIA, PIN: 723 202

ANNUAL E-GOVERNANCE REPORT

Academic Year: 2022-23

Placed in the IQAC meeting held on 03.08.2023 for appraisal and approved by the members.

E-governance refers to the application of Information and Communication Technology in administration to enhance efficiency and record management. It facilitates easier tracking, information sharing, and transparency. The integration of e-governance across various sectors is increasingly essential in today's world.

Achhruram Memorial College has strategically prioritized the implementation of e-governance. To support this initiative, the college continuously upgrades its ICT facilities and enhances its IT infrastructure. Additionally, training sessions are conducted for staff members to keep them abreast of the latest technological advancements. The IQAC cell of the college oversees these efforts with particular attention to detail.

The following areas have been identified and developed accordingly:

Administration:

- Principal's office is completely computerized.
- Faculty related data is collected and digitally stored by IQAC, which is further utilized in the AISHE, AQAR and SSR preparation.
- Disclosure of information to stakeholders and society
- Dynamic website
- Library automation
- Salary, Pension, Provident Fund, and other schemes like West Bengal Health Schemes were operated through government portals.
- Scholarships and related work through online portal.
- Generation of Academic Bank of Credit Ids.
- Correspondence by WhatsApp group e-mails.
- Wi-fi enabled campus.
- Storage of data and all other activities from departments, teachers in a specific google drive.
- CCTV camera.

Finance and Accounts:

- Apart from e-billing and e-pradan, HRMS module of WBIFMS has been included for dealing with salary of staffs.
- Tax related procedures are also operated digitally.
- Mode of fee payment through online
- Regular training programs on different modules were attended by the staff members.

Student admission and records:



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- Admission process includes fee payment which is through online mode.
- Admission guidelines, intake capacity, and other relevant information is displayed in the college website.

Student Support:

- ICT enabled classrooms
- Wi-fi enabled campus
- E-resources in library
- Skill development training for students
- A dedicated network resource center.
- Grievance and Complaint is monitored by both offline as well as online.
- Separate WhatsApp groups were created to communicate with students.

Examination:

- Admit card download facility
- Marks upload of the students is done online through the university portal.
- Result declaration through online mode.
- Application for review is also through online mode.

Principal

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ACHHRURAM MEMORIAL COLLEGE
JHALDA, PURULIA
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