

Office of the Principal, Government College Bishrampur, Dist.-Surajpur, C.G.

E-mail Id – gcbishrampur2016@gmail.com

College Code – 3503 Telephone No. **07775296086** Web Site - www.govtcollegebshrampur.ac.in

E- Governance Policy

Introduction

Government College Bishrampur recognizes the transformative potential of e-governance in enhancing administrative efficiency, transparency, and service delivery. This E-Governance Policy outlines the college's commitment to leveraging technology to better serve its stakeholders, streamline internal processes, and promote a culture of innovation and accountability.

Vision

To establish Government College Bishrampur as a model institution for e-governance, ensuring accessible, efficient, and transparent services for students, faculty, staff, and the wider community.

Objectives

- Improve administrative efficiency and effectiveness.
- Enhance transparency and accountability in all college processes.
- Provide accessible and user-friendly online services for students and faculty.
- Promote innovation and continuous improvement in college operations.
- Ensure data security and privacy.
- Foster a culture of digital literacy and e-governance awareness.



Governance Structure

A dedicated E-Governance Committee shall be constituted, comprising representatives from different departments and stakeholders. This committee will oversee the implementation of e-governance initiatives and ensure compliance with relevant policies and regulations.

Key Initiatives

- Student Portal

Create a comprehensive student portal to provide easy access to academic records, course offered, examination schedules, notification, fee structure, administrative committees, student union, online video lecture, helpline portal and E-mail, online library and other facilities for students. The portal should also facilitate communication between students and faculty.

- Faculty Portal

Develop a faculty portal to streamline administrative tasks such as leave applications, grade submissions, and curriculum planning. This portal should also support online teaching resources and collaboration among faculty members.

- Digital Document Management

Implement a digital document management system to digitize and securely store academic records, administrative documents, and other relevant files, ensuring quick retrieval when needed.

- Online Admission Process

Take part as subordinate agency of affiliating university in online admission process that allows prospective students to apply, submit documents, and pay fees electronically, reducing paperwork and improving efficiency.

- Feedback Mechanisms

Establish online feedback mechanisms for students and faculty to provide input on courses, services, and administrative processes, allowing for continuous improvement.

- E-Governance Training



Conduct regular e-governance training sessions for faculty and staff to enhance digital literacy and ensure the effective use of e-governance tools.

- Data Security

Implement robust data security measures to protect sensitive information, including personal data of students and faculty. Regular checking should be conducted to ensure compliance with data protection regulations.

- Compliance and Legal Framework

The college will adhere to all relevant laws and regulations governing e-governance, including data protection and cybersecurity laws.

Budget and Resources

Allocate sufficient resources to support the implementation and maintenance of e-governance initiatives. Regularly review and adjust the budget to meet evolving needs.

Monitoring and Evaluation

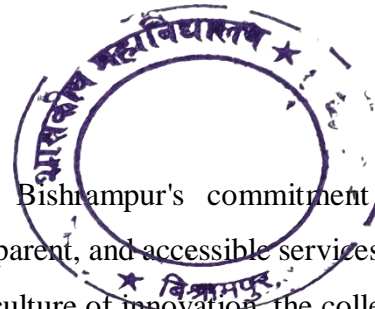
Regularly monitor and evaluate the effectiveness of e-governance initiatives through key performance indicators (KPIs) and feedback from stakeholders. Make necessary adjustments to improve performance.

Awareness and Communication

Engage in awareness campaigns to inform all stakeholders about the benefits and proper usage of e-governance tools and platforms.

Conclusion

This E-Governance Policy reflects Government College Bishrampur's commitment to harnessing the power of technology to provide efficient, transparent, and accessible services to its stakeholders. By adhering to this policy and embracing a culture of innovation, the college aims to continually enhance its operations and better serve its community.



Implementation of E-Governance Policy

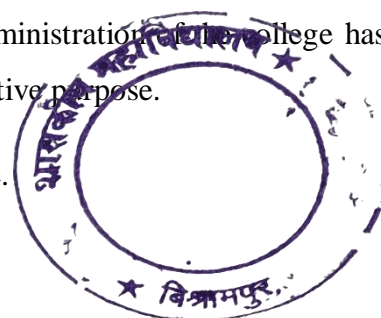
Website: The website of the institution act as an information center which reflect about the college, all its activities, important notices, courses offered, etc. For this purpose, a separate service provider/web designer has been appointed by the college. Training has been given to the administrative and teaching staff to make important updates on the website. The College strives to showcase its curricular, extra-curricular and extension activities through its website. All the important notifications have to go live on the website as and when they are released.

Student Admission: An open and transparent strategy for the admission process is followed which is further strengthened by the online admission portal of Sant Gahira Guru University and Government College Bishrampur. The College brings out its admission notification and process as well as fee structure on the website that has guidelines for the admission process. An Admission Portal to be used to manage the admissions in the college. Number of students applying to each course, withdrawals, fee submission, all to be managed through this Portal only. Students are required to submit a separate Online Application Form for taking admission to the college and for this purpose an online software is used by the Admission Co-Ordinator.

Finance: The online portal e-kosh, developed by state Government is used for financial process. The portal show budget allocated, transactions, purchase and bills. The portal is also used to prepare purchase bill and salary of the employees.

Administration:

- Record of internal examination, annual examination, administrative committees, grievances and other student related queries are maintained.
- Administrative Office use Advanced Excel and File Management System Tools to maintain effective database.
- To provide a hassle free, convenient and smooth process, administration of the college has been made paperless. E-Notice, E-order are used for administrative purpose.
- Students are able to obtain maximum services in online mode.
- The college has facility of automated library.




Examination: The college has adopted an online system where students can view their total internal assessment marks at the end of each semester and can report discrepancies, if any. The Examination process is regulated by the University and thus e-governance policy of the University to be adopted in this regard.

Alumni: In order to strengthen our alumni relationships, a separate alumni page is to be created on the website providing facilities like registration, prominent alumni of the college, feedback and many other aspects. Alumni association to be consulted for regular updates and database management. The institution already has alumni registration portal on its website.

ICT provided: The institution has purchased essential hardware and software useful for E-Governance and curricular/extra-curricular activities. The hardware includes Monitors, CPUs, UPSs, Mouse, Key-Boards, Projectors, Screens for projectors, Printers, Scanners etc. Essential software purchased are SOUL, MS-Office, Windows, Adobe Reader, Browsers, and others.




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6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

1. Implementation of e-governance in administration:

- Government College Bishrampur has its own website through which it regularly updates important notices and information for its students and staff.

Link - <http://www.govtcollegebshrampur.ac.in>

- There is a WhatsApp group for the college's academic staff and non-academic staff, through which important notifications are immediately sent to everyone, resulting in paper savings.
- College staff uses laptops and Smartphones with in-built social apps like G-mail to communicate.

Link – gcbishrampur2016@gmail.com

- College administration has also made groups for students of college which are regulated by concerned Academic staff and related information is also shared in the groups.

2. Implementation of e-governance in Finance and Accounts:

- The institution uses **CG e-KOSHOnline** for government budget, pay, T.A., Pension, Arrears, and other related financial work.

Link - <https://ekoshonline.cg.nic.in/DashHome.aspx>

- The institute is implementing a digital document management system for financial records such as invoices, receipts, and financial statements. This ensures secure storage, easy retrieval, and reduces the reliance on physical paperwork.
- The salary of staff is paid through the bank by digital transaction and the salary of JBS members is issued by cheque.

Link - https://ekoshonline.cg.nic.in/ePayroll/frmDDO_Pension_Status.aspx

- The scholarships of students are paid directly into their bank accounts. Students have to provide bank accounts linked with mobile numbers and Aadhar numbers.

Link - <https://postmatric-scholarship.cg.nic.in/InstituteModule/HomePageInstituteG.aspx>

3. Implementation of e-governance in Student Admission and Support:

- **Online Admission Process:** The student fills out the admission form on the university portal, and then the university releases a list for the college. Based on that list, a selection list is prepared for the students on a percentage basis, and the selected students are notified through SMS. Those students come to the college to verify their documents and submit the fees through a challan. In this process, the online admission form reduces manual data entry and paperwork. Overall, this process improves the efficiency of the admission process.

Link - https://www.sggcg.in/college/college_area/welcome_college

- **Student Help Desk:** We have established an online help desk where students can submit their queries, concerns, or request for support. This provides a centralized platform for students to seek assistance and ensures that their issues are addressed in a timely manner.
- Link – studenthelpdeskqcbishrampur@gmail.com

- **Communication and Notification Systems:** Government College Bishrampur has its own website through which it regularly updates important notices and information for its students and staff. The college administration has made groups for students which are regulated by concerned Academic staff and related information is also shared in the groups.

Link – <https://chat.whatsapp.com/DamOmGzEvFh3yHBk5FHLNt>

Link – <https://chat.whatsapp.com/DzRhzwYl2gY6nl36LKcZJn>

4. Implementation of e-governance in Examination:

The annual examination is conducted by the university. The college follows the instructions of the university. The session 2021-22 was in the Covid-19 period so the examination paper was given online on the university website and Whatsapp group as instructed by the university.

Link – <https://resulthour.com/cg/sarguja-university>



Invoice Bill

Date : 24/06/2022

Bill No. 00744

To,
The Principal
Government College, Bishrampur

1.	Website Renewal Charges www.govtcollegebishrampur.ac.in > Annual Maintenance Charges > Technical Support 1 year domain and hosting renewal Fast VPS Panel	₹	5000
	Total	₹	5000

Terms and Condition

1. The Bill should be clear within 6 Days of receiving this letter.
2. The payment should be made in favor of Ravi Solutions on given details above.
3. Customer care support will be available 24x7.

PAID & CANCELLED

Passed for payment of Rs. 5000
 (in words) Five thousand only

Ravi Solutions Account Details
 Ac Name – Ravi Solutions
 Ac No. – 496701010110583
 Union Bank Branch- Durg C.G.
 IFSC Code- UBIN0549673

Principal
Govt.College Bishrampur
Distt.-Surajpur(C.G.)

Principal
Govt.College Bishrampur
Distt.-Surajpur(C.G.)



Invoice Bill

Date : 24/06/2021

Bill No. 00476

To,
The Principal
Government College, Bishrampur

1.	Website Renewal Charges www.govtcollegebishrampur.ac.in Annual Maintenance Charges Technical Support 1 year domain and hosting renewal Email VPS Panel	₹	5000
Total		₹	5000

Terms and Condition

- The bills should be clear within 6 Days of receiving this letter.
- The payment should be made in favor of Ravi Solutions on given details above.
- Customer care support will be available 24x7.

PAID & CANCELLED

प्राचार्य
शासकीय महाविद्यालय
विश्रामपुर, जिला-सूरजपुर (छ.ग.)

Assessed for payment of Rs. 5000
(In words) Five thousand
is only only

C.No. 42

Ravi Solutions Account Details

Ac Name - Ravi Solution
Ac No. - 4967010101005427
Union Bank Branch - Durg, C.G.
IFSC Code- UBIN0501072

प्राचार्य
शासकीय महाविद्यालय
विश्रामपुर, जिला-सूरजपुर (छ.ग.)





उच्चतर शिक्षा विभाग
Department of Higher Education



AISHE
All India Survey on Higher Education

AISHE 2020-21



on AISHE portal for 2022-23 is open.

<https://aishe.gov.in/aishe/home>



उच्चतर शिक्षा विभाग
Department of Higher Education



AISHE
All India Survey on Higher Education

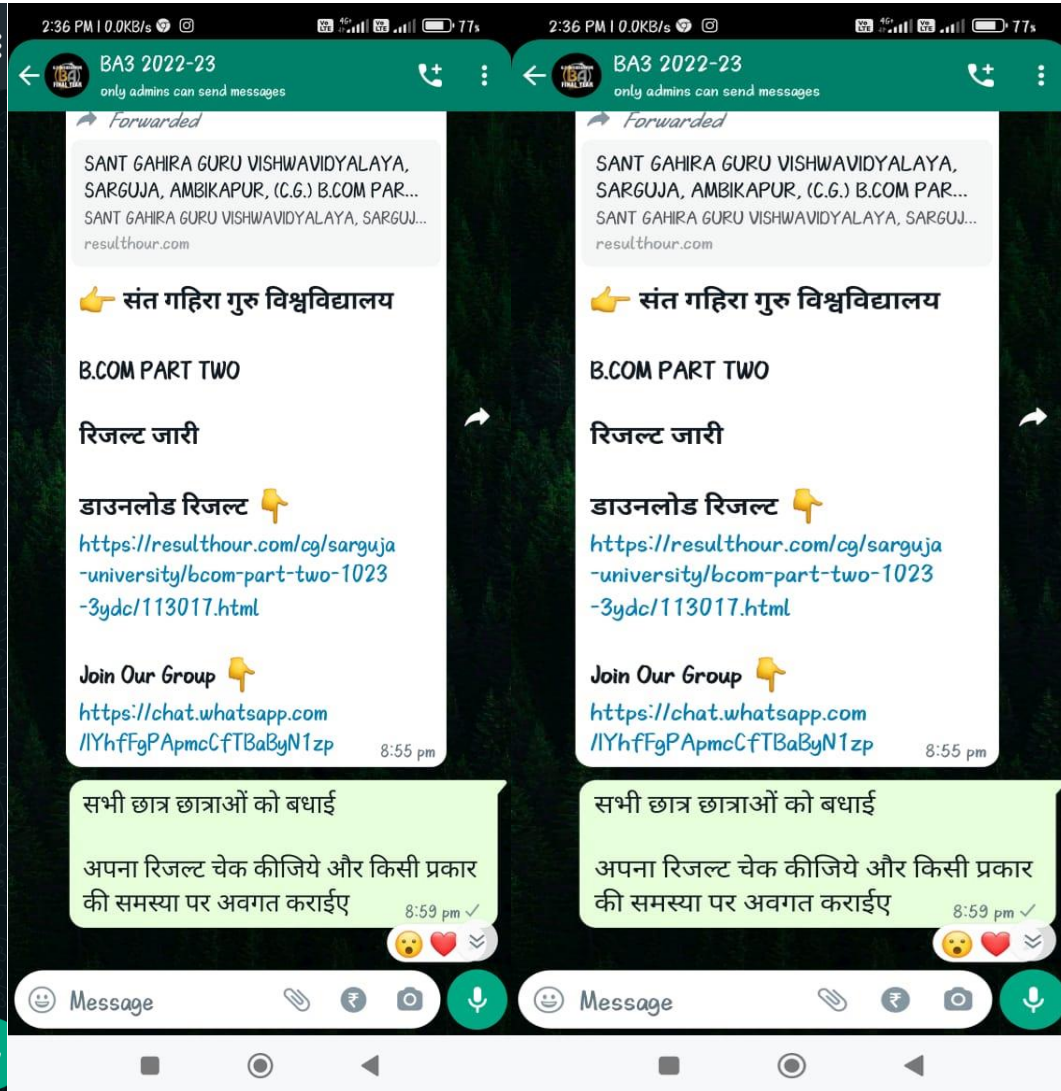
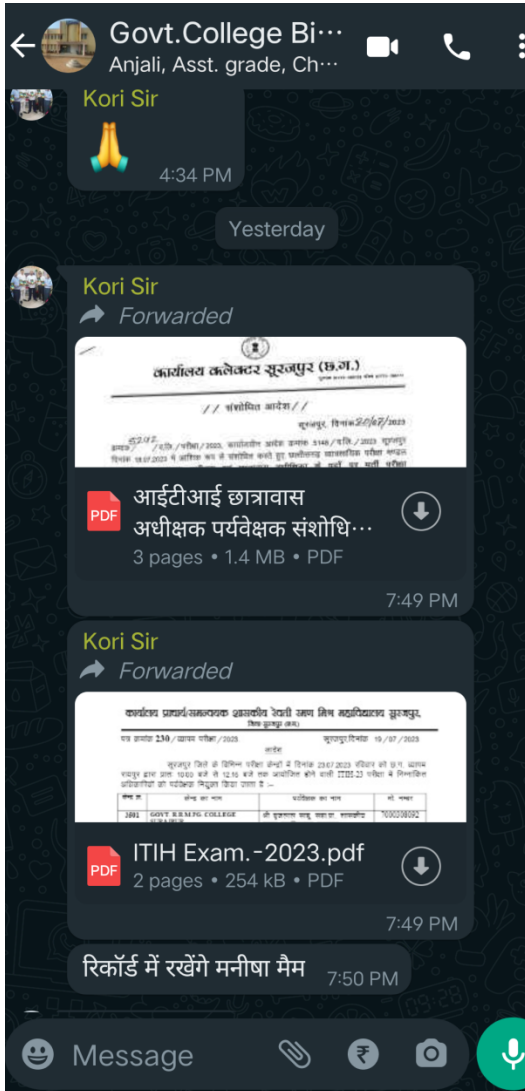
- Home
- User Management
- Web DCF
- NTA Questionnaire
- Edit Registration
- Change Password

User Id pnsingh	Locality/ City/ Village/ Town Govt.College Bishrampur	Sub-Locality/Colony/Street Names Gorkhnathpur
City SURAJPUR	State Chhattisgarh	District Surajpur
Email gcbishrampur2016@gmail.com	Mobile 9179871745	

<https://dcf.aishe.nic.in/aishenew/#/aishe/home>

Link – <https://chat.whatsapp.com/DzRhzwYl2gY6nl36LkcZJn>

Link – <https://chat.whatsapp.com/DamOmGzEvFh3yHBk5FHLNt>



2. Finance and Accounts

Online Systems

- > e-Bill
- > e-Budget (Allocation)
- > e-Challan
- > Karmik Sampada (e-Karamchhari)
- > e-Payroll
- > Pension
- > CPS / CGPF
- > e-Refund
- > Employee Corner
- > Ministers-Payroll
- > Fund Drawal System
- > Vendor Payment System

Notices:

- Final Rank List of Class III Clerical(Assistant Grade-2, 3) and Non-clerical Class driver and Class IV Employees Working in Directorate of Treasury Accounts and Pension Headquarters on Dated 01.04.2023
- Final Rank List of State Level Assistant Programmer as on Dated 01.04.2023
- Final Rank List of State Level Data Entry Operator as on Dated 01.04.2023
- Final Rank List of State Level Stenographer Grade 02 and 03 as on Dated 01.04.2023
- Final Rank List of State Level Treasury Clerk Service Assistant Grade-1 as on Dated 01.04.2023
- Guidelines regarding implementation of Chhattisgarh General Provident Fund

Reports:

- Receipt Details
- Department Wise Expenditure Report

Other Links

- > CG Tax Portal
- > National Portal Of India

<https://ekoshonline.cg.nic.in>

Pension Status Of DDO Code -
From -30/05/2018 To

Cases Not Initiated	Physically Not Received	Objections Pending At DDO
0	0	0

For More Detail Please Login in Pension Portal : <https://cgpension.nic.in/>
Please Update Status of Retired Employee
Menu--> Query--> Update Retired Employee Status

https://ekoshonline.cg.nic.in/ePayroll/frmDDO_Pension_Status.aspx

ONLINE REPORTS

- ▶ BCO/DDO Master
- ▶ e-Payment Report
- ▶ More Reports

DashBoard

- Budget Dashboard
- Employee Dashboard
- Expenditure Dashboard
- Receipt Dashboard

[CLICK HERE FOR REPORTS](#)

<https://ekoshonline.cg.nic.in/DashHome.aspx>

Post Matric Scholarship
(ST & SC Development Department, Chhattisgarh)

Welcome, GOVT. COLLEGE BISHRAMPUR
Session Time left 29:51

Institute Id : 16480001
Last Login Date & Time
18-07-2023 02:46 PM

Government Institute Dashboard

Home - Government Institute Dashboard

Applications Status at Receiving

Submitted 156	Received 143	Pending 0	Rejected 13
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Applications Status at Proposal

Received 143	Draft Proposal 143	Proposal Created 143	Pending Proposal 0
Temporary	Permanent		

Notification

Online scholarship application submission date is extended up to 30-01-2023 for SC, ST & OBC students studying in Chhattisgarh state for academic year 2022-23.	03 Jan 23
Verification of applications, Draft Proposal creation, Lock Proposal, Draft	17 Oct 22

<https://postmatric-scholarship.cg.nic.in/InstituteModule/HomePageInstituteG.aspx>

3. Student Admission and Support

sggcg.in/college/college_area/welcome_college

Sant Gahira Guru

021 - GOVT. NAVEEN COLLEGE, BISHRAMPUR

Dashboard Control panel

नोट
यदि VERIFICATION के समय किसी छात्र का फोटो या साइन नहीं दिख रहा है तो उस छात्र का VERIFICATION ना करे ऐसे छात्र को पहले फोटो एवं साइन UPLOAD करने का निर्देश देवे

Notification

Practical Marks Entry Dates Now Open, [Click Here](#)

Internal Marks Entry Dates Now Open, [Click Here](#)

Theory Marks Entry Dates Now Open, [Click Here](#)

Enrollment Document University Remark, [Click Here](#)

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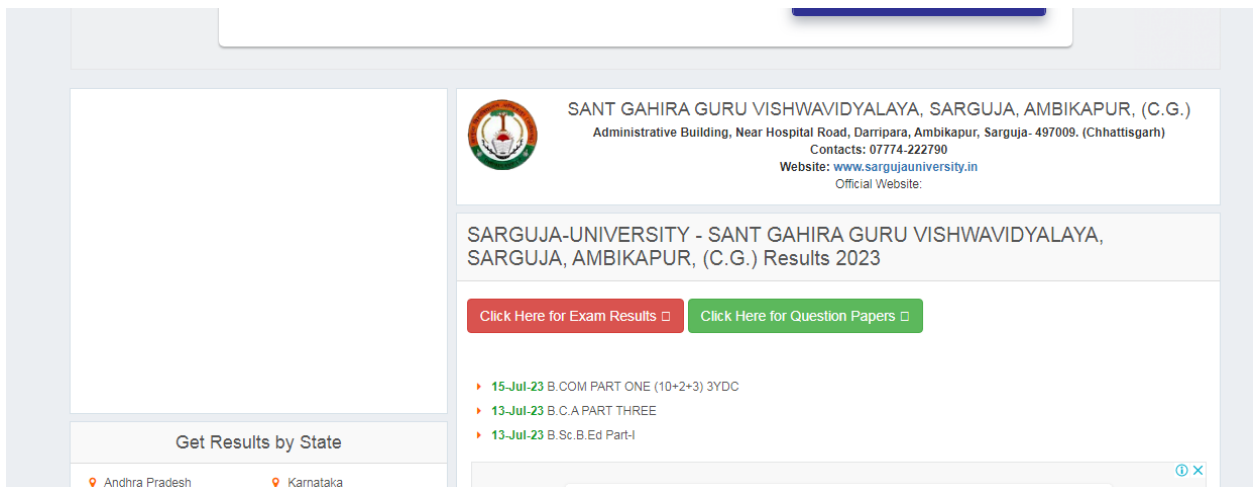
Admin Panel Version 1.0.0

https://www.sggcg.in/college/college_area/welcome_college



<https://www.sggcg.in/public/home/welcome>

4. Examination



<https://resulthour.com/cg/sarguja-university>