

## **Policy on E-Governance**

### **Our Objective:**

The main focus of e-Governance policy is:

- To encourage paper work.
- To make certain of effective and genuine schedule and to keep track of quality in education.
- To focus at refining efficiency, improve lucidity and liability of Administrative.
- To promote and cultivate new knowledge in the light of new needs and discoveries.
- To make work easy and comprehensive.
- To satisfy the needs of students by making them more employable.
- To make staff and students capable for e-governance.

### **Our Policy:**

- All are expected to use e-governance tools for making the work smooth and efficient which includes College Management, teaching and Administrative staff, students, parents and others.
- For effective educational administration our policy are expected to use this tools for General Administration and Administration of student Data.
- Sending e-mail notices and SMS.
- Submission of lesson plans through email.
- The faculties are required to prepare e-modules of their respective subjects, so that the students can easily access.
- Helpful for NAAC accreditation.
- Extensive saving in time, cost and efforts.