



# PAYYANUR COLLEGE, PAYYANUR

(AFFILIATED TO KANNUR UNIVERSITY, ACCREDITED BY NAAC AT 'B+' GRADE)

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From

The Principal

10.12.2018

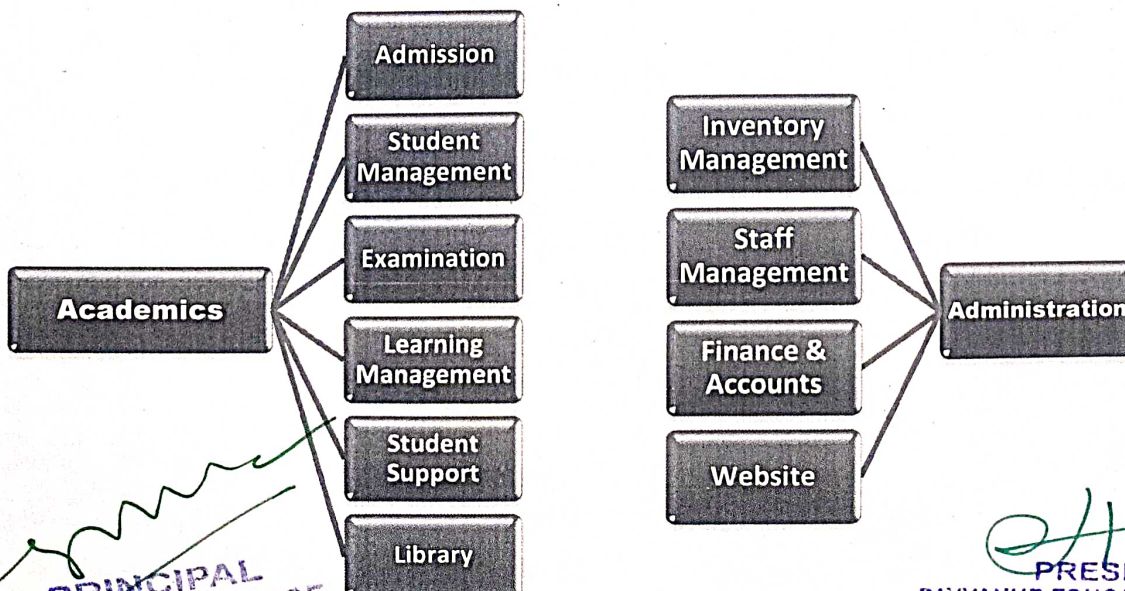
## E- GOVERNANCE POLICY OF THE INSTITUTION

The integration of Information and Communication Technology (ICT) has become vital for fostering efficiency, transparency, and accessibility in the present education system. The institution has designed an E-Governance Policy for accelerating digital transformation and assuring hassle-free governance. This policy establishes a framework for the effective utilization of technology to streamline administrative processes, improve learning system, and empower stakeholders within the college community.

### SCOPE OF THE POLICY

The E-Governance Policy covers both academic and administrative operations of the college. Admission, Examination, Student Data Management, Student Support and Assessment, Learning Management, Inventory Management, Staff Management, and Finance & Accounts Management fall within the purview of this policy. The website of the college is functioning full-fledged and Grievance Redressal Mechanism is to be integrated with the website. Digitalized library of the institution is providing E-learning facilities for the teachers, students and research scholars.

### EXTENSION OF E-GOVERNANCE



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PAYYANUR EDUCATIONAL SOCIETY  
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## OBJECTIVES OF THE POLICY

- To implement E- governance at various levels of operation of the institution.
- To ensure effective administrative management through digitalization in the college.
- To assure prompt services to stake holders using latest technological innovations.
- To provide digitalized academic services to students, faculty, research scholars and other stakeholders.
- To provide transparency and accountability in all the functions of the college.

## PROCEDURE FOR IMPLEMENTATION

- Being a university-affiliated and government-aided institution, various official online portals of the University and government are used by the college for various academic and administrative purposes. Adequate training will be given to the staff for effective implementation of these portals.
- In addition to the above-mentioned official portals, other softwares/portals, are also installed and used by the institution for student management and administration. The procedure for installation is given below:

-The Management/ Principal identify and select vendors on the basis of user-friendliness, quality of service and cost-effectiveness, aligning with the institution's requirements.

-Vendors have the opportunity to showcase and elucidate the unique features of their services.

- An official agreement is made with the selected vendor incorporating all the terms and conditions for their services.

- Continued technical support is ensured from the part of the vendor.

Various Committees and Coordinators are constituted at both college and department level to oversee and regulate different components of the e-governance system.



  
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