



## **Annual E-Governance Report 2018-2019**

Shahid Matangini Hazra Government College for Women implemented the e-Governance Policy of the college to enhance transparency, efficiency, and accountability in the administrative and academic processes, creating a paperless environment. This report outlined the progress of the college in integrating technology into its governance to achieve the goal of paperless environment.

### **Key Objectives Achieved:**

- **E-Governance Implementation: Integrated e-governance tools across various functions.**
- **Increased transparency and accountability.**
- **Information Access to academic and administrative aspects.**
- **Data Security: ensured secure data maintenance and compliance with regulations.**
- **Communication: Facilitated online communication between all stakeholders.**

Following areas of implementation of e governance during the session 2018-2019:

### **1. Administrative and Academic Management**

- The college website performed as the first line of communication for students, faculties and all stakeholders about all administrative and academic activities.
- The Vision & Mission of the college, courses offered, departmental/faculty profiles, admission related notice, scholarship related information, various academic programs etc. information was provided online through the website of the college.
- Students have connected to Higher Education Portals (<https://banglaruchchashiksha.wb.gov.in/>), Vidyasagar University website (<https://www.vidyasagar.ac.in/>) and UGC website (<https://www.ugc.gov.in/>) through the links on our college website.
- Anti-Ragging rules, syllabus, university notice, exam schedule, results, review, scholarships etc. also accessed online including tender related information.

### **2. Financial Management**

- For office, administration, finance & accounts, we used finance department's portal of Govt. of West Bengal (WBIFMS, HRMS etc.) for salary, wages, college development fund, contingency funds etc.
- For permanent staff, GPF & Income Tax related activities were managed through AG Bengal's website and Income Tax Dept. portal.

### **3. Student Admission and Support:**

- Admission to B.A/B.Sc. classes completed adopting online. For anti-ragging declaration, students used UGC portal.
- Various policies of the college, such as Anti-Ragging Policy, Grievance Redressal Policy, Code of Conduct for students etc. displayed on college website. Links for different



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**Government of West Bengal**  
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scholarships, welfare schemes made available on the college portal for application, verification and submission process through our nodal officer.

**4. Communication and Collaboration:**

- Online communications regarding planning and development conducted through emails.

**5. Human Resource Management**

- Employees service-related matters such as different leaves (CL, EL, CCL etc.), Service Book, Self-Appraisal Reports, GPF loans etc. done through WBIFMS portal viz., WBIFMS, HRMS, and GPF.
- For employees and their dependents, family members' health insurance was managed through the West Bengal Health Scheme Portal.

**6. Data Security and Privacy**

- Established protocols for secure access adopted and ensured compliance with standard data protection regulations.

**Following E-Governance link of different portals used by the institution:**

Sl No.	Portal	Link
1.	Banglar Uchchashiksha Portal	<a href="https://banglaruchchashiksha.wb.gov.in/">https://banglaruchchashiksha.wb.gov.in/</a>
2.	WBIFMS	<a href="https://www.wbifms.gov.in/">https://www.wbifms.gov.in/</a>
3.	HRMS	<a href="https://www.wbifms.gov.in/">https://www.wbifms.gov.in/</a>
4.	WBHS	<a href="https://wbhealthscheme.gov.in/">https://wbhealthscheme.gov.in/</a>
5.	GPF	<a href="https://agwb.cag.gov.in/">https://agwb.cag.gov.in/</a>
6.	SVMCM Portal	<a href="https://svmcm.wbhed.gov.in/">https://svmcm.wbhed.gov.in/</a>
7.	Kanyashree Portal	<a href="https://wbkanyashree.gov.in/">https://wbkanyashree.gov.in/</a>
8.	National Scholarship Portal	<a href="https://scholarships.gov.in/">https://scholarships.gov.in/</a>
9.	OASIS Portal	<a href="https://oasis.gov.in/">https://oasis.gov.in/</a>

Shahid Matangini Hazra Government College for Women, Purba Medinipur, has created a more transparent and efficient environment. The 2018-19 academic year has seen advancements in e-governance, contributing to the overall development and modernization of the college.

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