



# **PRIYADARSHINI**

(Approved by AICTE & Affiliated to JNTUH, Hyderabad)

**INSTITUTE OF SCIENCE & TECHNOLOGY FOR WOMEN**

Sai Prabhath Nagar, Khammam Dist., Telangana State

## **E- GOVERNANCE POLICY**





**PRIYADARSHINI INSTITUTE OF SCIENCE AND TECHNOLOGY FOR WOMEN**

(Approved by AICTE, New Delhi and Affiliated to JNTUH Hyderabad)

SaiPrabhath Nagar , Khammam Rural -507003, Khammam Dist., Telangana State.

Website: [www.priw.ac.in](http://www.priw.ac.in) Email Id: [jks\\_edu@yahoo.com](mailto:jks_edu@yahoo.com) Cell: +91-92466 25050.

To be recognized nationally and internationally, every educational institution must have a good E-Governance Policy, a good Governance Document, and good Governance Initiatives. Priyadarshini Institute Of Science And Technology For Women has established an excellent E-Governance Document and has been implementing several good E-Governance initiatives to maintain and make its mark as one of the country's Institutes of Excellence among the Higher education institutions. For the system to run smoothly. Governance must be made inclusive, participatory, accountable, and transparent.

**OBJECTIVES**

1. To incorporate e-governance into several departments of the organization.
2. To enhance the effectiveness of operations
3. To encourage transparency and accountability.
4. To eliminate the use of paper in office administration
5. To facilitate internal and external communication among the various departments of the institute
6. To ensure easy accessible information.

**POLICY**

E-Governance policy is implemented in the following areas:

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

E-Governance must be followed in order to create an honest and effective governance system within the institution.

**WEBSITE:** The website must be functioning and reflect the operations of the institution. It should offer an easy access to information in all activities to the visitors. For updating information,





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maintaining and working of website, the institution needs a service provider and a system administrator.

**STUDENT ADMISSIONS:** TGEAPCET (Formerly TSEAMCET) admissions portal that is used to handle admissions. Only this portal is used to manage the number of students applying for each course, withdrawals, and fee submission.

**ACCOUNTS:** Tally software is used to keep track of finances and accounting. Appropriate security measures should be adopted to ensure transaction confidentiality, Priyadarshini Institute Of Science And Technology For Women employs a variety of software tools to manage finances. Existing workers must be trained, and existing software must be updated on a regular basis. For financial management, the office will continue to use Tally solutions.

**LIBRARY:** For the benefit of students, the institution has a large library with more e-learning facilities. Teachers and students are also involved. The DELPLUS library Software requires the library to be updated on a regular basis. Its web-based services must be used to gain easy access to library services. In a same vein, newer e Subscriptions to learning materials and journals are required based on the Library Committee's recommendations.

**EXAMINATION:** Priyadarshini Institute Of Science And Technology For Women is affiliated to JNTU, Hyderabad (JNTUH). Hence all examinations are conducted as per the notifications given by JNTUH. Admissions, attendance, exam registrations, hall tickets, and marks uploading etc are done via JNTUH website. The College Exams in charge is responsible for managing the entire examination process under the supervision of the Principal, and while handling examinations, secrecy and confidentiality is maintained, and work is completed with great care and attention.



  
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