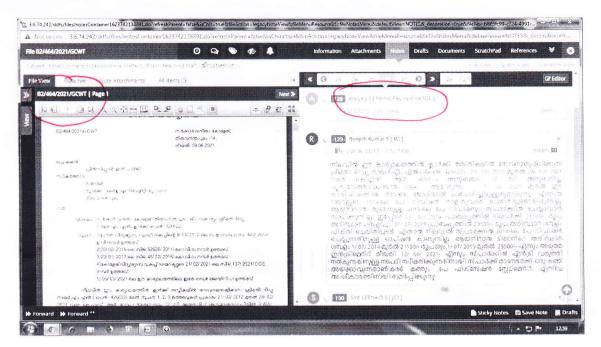
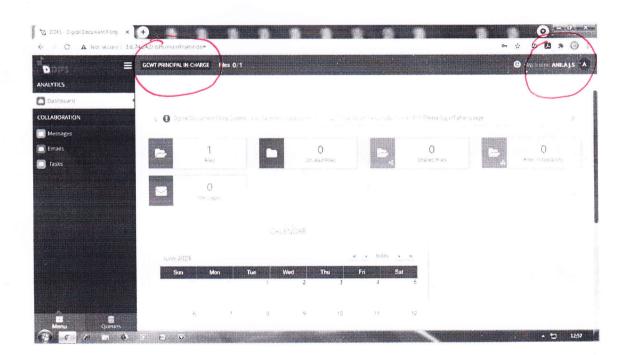
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CONTENTS

| Sl. No. | Document of proof (Attested by the Principal) | Year of implementation | Page No. |
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| 110. | Administration | Implementation | |
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| 1 | Digital Document Filing System - Ospyn Technologies(P) Ltd. managed by the Govt. of Kerala | 2018 | 2 |
| 2 | AIMS - College Mate | 2019 | 4 |
| | Finance and Accounts | | |
| 3 | Service and Payroll Repository, Kerala (SPARK) - National Informatics Centre | 2010 | 7 |
| 4 | Bill Information and Management System (BIMS) - National Informatics Centre | 2018 | 10 |
| 5 | E - tendering - Govt. of Kerala | 2015 | 11 |
| | Student Admission and Support | 2012 | |
| 6 | Online Admission - Computer Centre, University of Kerala | 2010 | 13 |
| 7 | Examination - Computer Centre, University of Kerala | 2009 | 14 |
| | Scholarships | | |
| 8 | e grantz - Department of Collegiate Education - (CDIT) | 2010 | 15 |
| 9 | State Government Scholarships (DCE) - National Informatics Centre | 2010 | 20 |
| 10 | National Scholarships - National Informatics Centre | 2010 | 26 |
| 11 | E - Governance Report - 2020 | | 30 |
| 12 | E - Governance Report - 2019 | | 36 |

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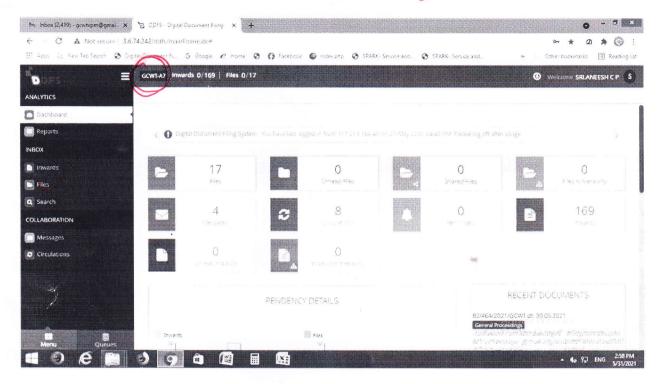
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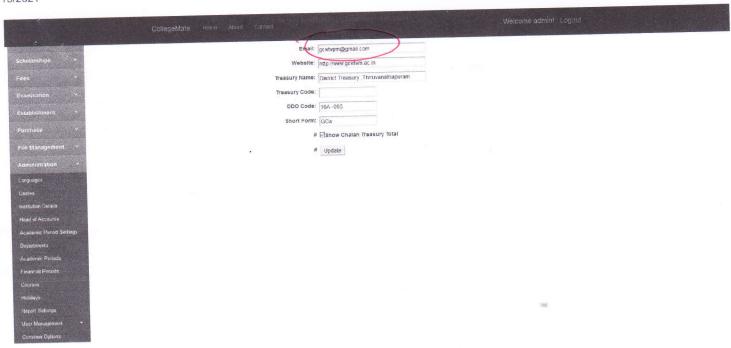
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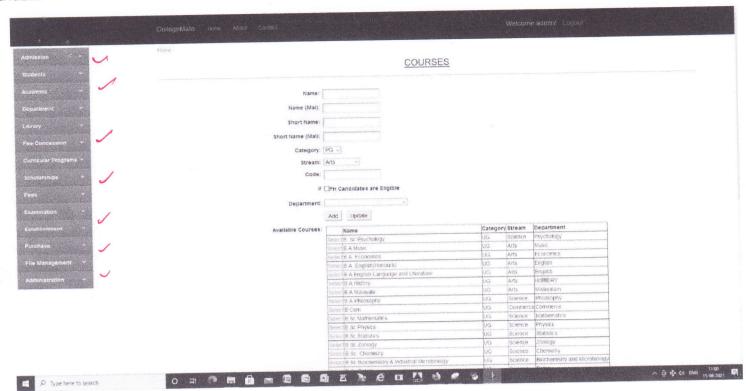


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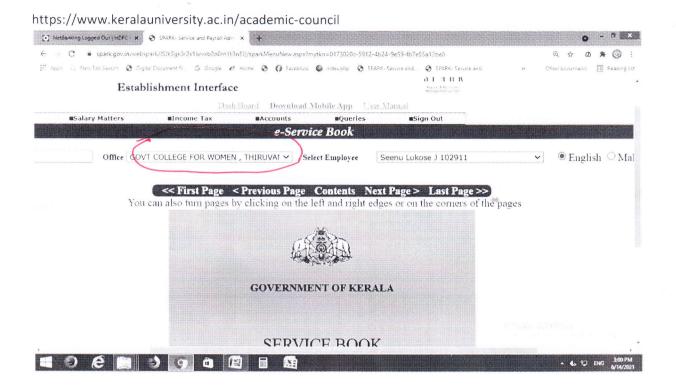
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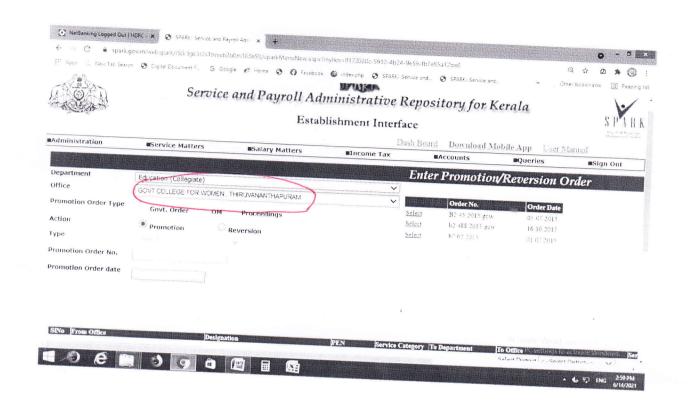
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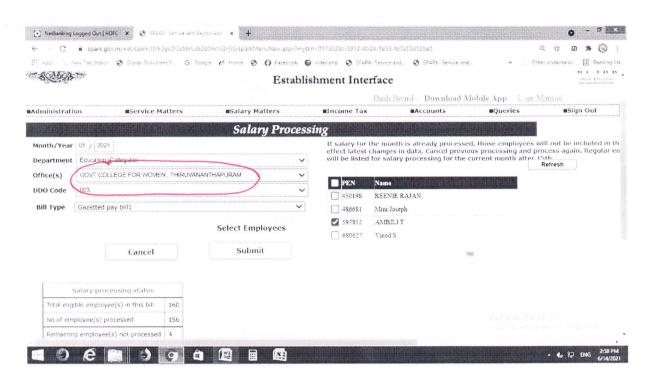
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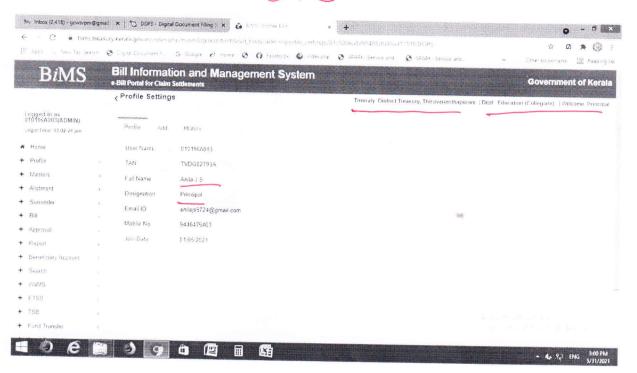
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| View Internal Documents | uments | | | | Nicolanda (III) | man pro- |
| User Management | | | | | k | / |
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| My Accounts | | | | | | |
| Create Department User | t User | | | | | |
| • User Transfer | | Ō | Organisation Creation Process List | in Process List | | |
| Resett Password | | S. | S.No Organisation Process | cess | Description | Action |
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| Block Department User | User | 64 | Fee Datails * | | Fee details Desc | |
| , Blocked Department Users | nt Users | m | Critical Dates Validation * | ation * | Critical Dates validation Desc | Q |
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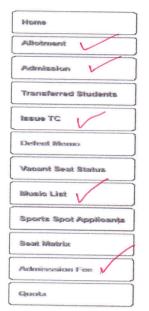
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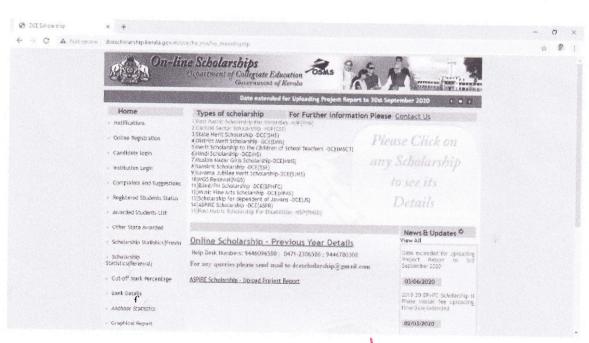


Govt. College For Women, Vazhuthacaud, TVPM Vazhuthacaud, Thiruvananthapuram District

NEWS

| | THE WORLD STREET |
|--------------------------|------------------|
| UNDER GRADUATE | COURSES OFFERED |
| Course | Option Count |
| 1. BA Economics | 3529 |
| 2. BA English | 6276 |
| 3. BA Hindi | 1611 |
| 4. BA History | 3331 |
| 5. BA Malayalarn | 2852 |
| 6. BA Philosophy | 1230 |
| 7. BSc Psychology | 4722 |
| 8. BSc Botany | 5140 |
| 9. BSc Chemistry | 4485 |
| 10. BSc Home Science | 1189 |
| 11. BSc Biochemistry and | |
| Industrial Microbiology | 2456 |
| 12. BSc Mathematics | 2339 |
| 13. BSc Physics | 3295 |
| 14. BSc Statistics | 655 |
| 15. BSc Zoology | 5863 |
| 16. BA Music | 244 |

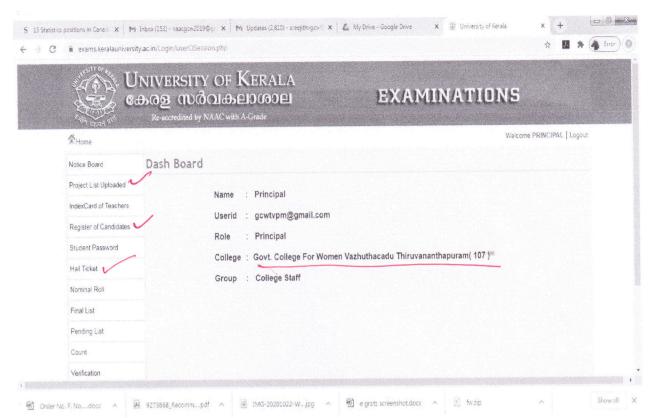
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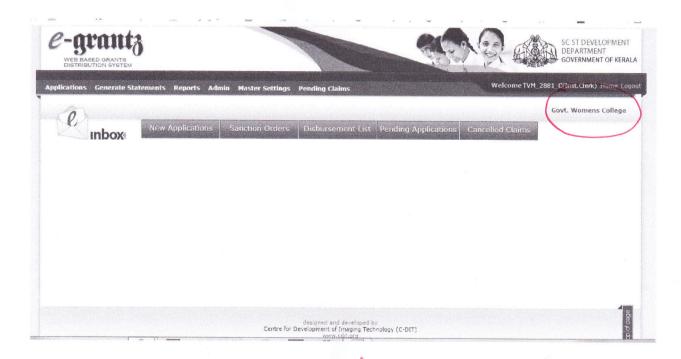
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PRINCIPAL 60VT. COLLEGE FOR WOMEN THRUVANANTHAPURAM.16

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On-line Scholarships
Department of Collegiate Education
Government of Kerola





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| Institution | | GE FOR WOM | | | | |
| Home . | Scholarship Type | Total Registration F | ersonal Verified 5 | cholarship Verifie | d Approved | rejected |
| | ASPR | 17 | 17 | | | 0 |
| - Aadhaar Entry | BPHEC | 12 | 11 | 11 | 11 | 0 |
| | CSS | 0 | D | 0 | 0 | 0 |
| Students for Approval | DMS | 0 | G | 0 | 0 | 0 |
| | HS | 31 | 29 | 25 | 25 | |
| Students for verification | JS | 0 | 0 | 0 | 0 | 0 |
| | MFA5 | 0 | 0 | 0 | 0 | 0 |
| Students for Approval CSS | MGS | 0 | 0 | 0 | 0 | 0 |
| Renewal 2014-15 | MUS | 16 | 14 | 3 | 3 | 0 |
| | MSCT | 14 | 12 | 2 | 2 | 0 |
| Students for verification | PMS | 0 | 0 | 0 | 0 | 0 |
| CSS Renewal 2014-15 | 100.00 | D | 0 | 0 | 0 | 0 |
| | PMSD | 92 | 84 | 69 | 69 | 0 |
| Registered student list | SJMS | 148 | 134 | 116 | 110 | 0 |
| | SMS | 9 | 7 | 4 | 4 | 0 |
| - Student List | SSE Total | 339 | 308 | 247 | 241 | 0 |
| Renewed student tist(CSS- | | | | | | |
| 2014) | | | | | | |
| Receipt Amount Confirm | | | | | | |
| Students List | | | | | | |
| - DMS Renewal Selection | | | | | | |
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On-line Scholarships
Department of Collegiate Education
Government of Kerala





Logged In: GOVT, COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

| Institution | GOVT. COLLI | EGE FOR WO | MEN, VAZHUTH | IACAUD, THIR | THANAVU | HAPURAM |
|--|------------------|--------------------|-------------------|-------------------|--------------|----------|
| Home | | | ion Guidelines | | | |
| | Scholarship Type | Total Registration | Personal Verified | Scholarship Verif | ied Approved | Rejected |
| Aadhaar Entry | A5PR | 17 | 17 | 17 | 17 | 0 |
| Contract and any | BPHFC | 12 | 11 | 11 | 11 | 0 |
| Students for Approval | CSS | 0 | 0 | O. | 0 | 0 |
| 200 | DMS | 0. | 0 | 0 | 0 | 0 |
| Students for verification | HS | 31 | 29 | 25 | 25 | 0 |
| | JS | 0 | 0 | 0 | 0 | 0 |
| Students for Approval CSS | MFAS | 0 | .0 | 0 | 0 | 0 |
| enewal 2014-15 | MGS | 0 | 0 | 0 | 0 | 0 |
| | MNS | 16 | 14 | 3 | 3 | 0 |
| Students for verification | MSCT | 14 | 12 | 2 | 2 | 0 |
| SS Renewal 2014-15 | PMS | 0 | 0 | 0 | 0 | 0 |
| | PMSD | 0 | 0 | 0 | 0 | 0 |
| Registered student list | SJMS | 92 | 84 | 69 | 69 | 0 |
| | SMS | 148 | 134 | 116 | 110 | 0 |
| Student List | SSE | 9 | 7 | 4 | 4 | 0 |
| | Total | 339 | 308 | 247 | 241 | 0 |
| Renewed student list(CSS- 014) | | | | | 7500 | |
| Receipt Amount Confirm tudents List | | | | | | |
| DMS Renewal Selection st | | | | | | |
| Renewal Rejected | | | - | | | |

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On-line Scholarships
Department of Collegiate Education
Government of Kerola





Logged In: GOVT. COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

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| Institution | | GE FOR WOM | | | | |
| Home . | Scholarship Type | Total Registration F | ersonal Verified 5 | cholarship Verifie | d Approved | rejected |
| | ASPR | 17 | 17 | | | 0 |
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| | HS | 31 | 29 | 25 | 25 | |
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| Students for Approval CSS | MGS | 0 | 0 | 0 | 0 | 0 |
| Renewal 2014-15 | MUS | 16 | 14 | 3 | 3 | 0 |
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| CSS Renewal 2014-15 | 100.00 | D | 0 | 0 | 0 | 0 |
| | PMSD | 92 | 84 | 69 | 69 | 0 |
| Registered student list | SJMS | 148 | 134 | 116 | 110 | 0 |
| | SMS | 9 | 7 | 4 | 4 | 0 |
| - Student List | SSE Total | 339 | 308 | 247 | 241 | 0 |
| Renewed student tist(CSS- | | | | | | |
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On-line Scholarships
Department of Collegiate Education
Government of Kerala





Logged In: GOVT, COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

| Institution | GOVT. COLLI | EGE FOR WO | MEN, VAZHUTH | IACAUD, THIR | THANAVU | HAPURAM |
|--|------------------|--------------------|-------------------|-------------------|--------------|----------|
| Home | | | ion Guidelines | | | |
| | Scholarship Type | Total Registration | Personal Verified | Scholarship Verif | ied Approved | Rejected |
| Aadhaar Entry | A5PR | 17 | 17 | 17 | 17 | 0 |
| Contract and any | BPHFC | 12 | 11 | 11 | 11 | 0 |
| Students for Approval | CSS | 0 | 0 | O. | 0 | 0 |
| 200 | DMS | 0. | 0 | 0 | 0 | 0 |
| Students for verification | HS | 31 | 29 | 25 | 25 | 0 |
| | JS | 0 | 0 | 0 | 0 | 0 |
| Students for Approval CSS | MFAS | 0 | .0 | 0 | 0 | 0 |
| enewal 2014-15 | MGS | 0 | 0 | 0 | 0 | 0 |
| | MNS | 16 | 14 | 3 | 3 | 0 |
| Students for verification | MSCT | 14 | 12 | 2 | 2 | 0 |
| SS Renewal 2014-15 | PMS | 0 | 0 | 0 | 0 | 0 |
| | PMSD | 0 | 0 | 0 | 0 | 0 |
| Registered student list | SJMS | 92 | 84 | 69 | 69 | 0 |
| | SMS | 148 | 134 | 116 | 110 | 0 |
| Student List | SSE | 9 | 7 | 4 | 4 | 0 |
| | Total | 339 | 308 | 247 | 241 | 0 |
| Renewed student list(CSS- 014) | | | | | 7500 | |
| Receipt Amount Confirm tudents List | | | | | | |
| DMS Renewal Selection st | | | | | | |
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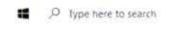
BOVT, CALLEGE FOR WOMEN THRUVANANTHAPHRAM.IA



Pension Management System for Kerala State Social Security Mission



A Project of Kerala Social Security Mission under Social Justice Department, Government of Kerala Email: social security mission Sigmail.com Ph:0471-2341200 Technical support - Information kerala Mission.





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partment of Minority Welfare

Minority Welfare Scholarships

Logged In: GOVT, COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

| | Institution | GOVT, COL | LEGE FOR WOM | EN, VAZHUTHAC | AUD, THIRUVAN | ANTHAPURA | LM |
|---|---------------------------|-----------------|---------------------|--------------------------------------|-------------------------|-------------|----------|
| | Home | Scholamhip Type | Institute Institute | ution Guideline Personal Verified | s Scholanship Verifi | ed/Approved | Rejected |
| , | Aadhaar Entry | CHMS | 34 | 25 | 22 | 22 | 0 |
| , | Students for Approval | CSFR | 0 | 0 | 0 | 0 | 0 |
| į | Students for verification | MTS | 1 0 | 0 | 0 | 0 | 0 |
| | Registered student list | PUMS URDU | 0 | 0 | 0 | 0 | 0 |
| | Receipt Amount Confirm | Total | 41 | 27 | 23 | 22 | 0 |

» Renewal Rejected Student

 Multiple Scholarship Student list

- Institution Registration
- Course details
- Fee details

Students List

- Change duplicate ID
- Reneval Selection List



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Minority Welfare Scholarships



Department of Minority Welfare

Logged In: GOVT. COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

| | | | ution Guideline | | | |
|---------------------------|------------------|-------------------|-------------------|--------------------|-------------|---------|
| Horne | Scholarship Type | otal Registration | Personal Verified | Scholarship Verifi | ed Approved | AU DELL |
| | APJAK | 0 | 0 | 0 | 0 | 0 |
| Aadhaar Entry | CHMS | 34 | 25 | 2.2 | 22 | 0 |
| Students for Approval | CSFR | 0 | D | 0 | ۵ | 0 |
| Students for Approval | ITCF | 0 | 0 | 0 | 0 | 0 |
| | IWC5 | 1 | 1 | 0 | 0 | 0 |
| Students for verification | MTS | 0 | 0 | 0 | D | 0 |
| | P.JMS | 6 | 1 | 1 | 0 | 0 |
| Registered student list | URDU | 0 | 0 | 0 | 0 | 0 |
| | Total | 41 | 77 | 23 | 22 | 0 |

- Renewal Rejected Student
- Multiple Scholarship Student list

Students List

- Institution Registration
- Course details
- . Fee details
- Change duplicate ID
- Renewal Selection List

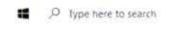
PRINCIPAL BOVT, COLLEGE FOR WOMEN THIRDVANANTHAPURAM.14



Pension Management System for Kerala State Social Security Mission



A Project of Kerala Social Security Mission under Social Justice Department, Government of Kerala Email: social security mission Sigmail.com Ph:0471-2341200 Technical support - Information kerala Mission.





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partment of Minority Welfare

Minority Welfare Scholarships

Logged In: GOVT, COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

| | Institution | GOVT, COL | LEGE FOR WOM | EN, VAZHUTHAC | AUD, THIRUVAN | ANTHAPURA | LM |
|---|---------------------------|-----------------|---------------------|--------------------------------------|-------------------------|-------------|----------|
| | Home | Scholamhip Type | Institute Institute | ution Guideline Personal Verified | s Scholanship Verifi | ed/Approved | Rejected |
| , | Aadhaar Entry | CHMS | 34 | 25 | 22 | 22 | 0 |
| , | Students for Approval | CSFR | 0 | 0 | 0 | 0 | 0 |
| į | Students for verification | MTS | 1 0 | 0 | 0 | 0 | 0 |
| | Registered student list | PUMS URDU | 0 | 0 | 0 | 0 | 0 |
| | Receipt Amount Confirm | Total | 41 | 27 | 23 | 22 | 0 |

» Renewal Rejected Student

 Multiple Scholarship Student list

- Institution Registration
- Course details
- Fee details

Students List

- Change duplicate ID
- Reneval Selection List



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Minority Welfare Scholarships



Department of Minority Welfare

Logged In: GOVT. COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

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| Horne | Scholarship Type | otal Registration | Personal Verified | Scholarship Verifi | ed Approved | AU DELL |
| | APJAK | 0 | 0 | 0 | 0 | 0 |
| Aadhaar Entry | CHMS | 34 | 25 | 2.2 | 22 | 0 |
| Students for Approval | CSFR | 0 | D | 0 | ۵ | 0 |
| Students for Approval | ITCF | 0 | 0 | 0 | 0 | 0 |
| | IWC5 | 1 | 1 | 0 | 0 | 0 |
| Students for verification | MTS | 0 | 0 | 0 | D | 0 |
| | P.JMS | 6 | 1 | 1 | 0 | 0 |
| Registered student list | URDU | 0 | 0 | 0 | 0 | 0 |
| | Total | 41 | 77 | 23 | 22 | 0 |

- Renewal Rejected Student
- Multiple Scholarship Student list

Students List

- Institution Registration
- Course details
- . Fee details
- Change duplicate ID
- Renewal Selection List

PRINCIPAL BOVT, COLLEGE FOR WOMEN THIRDVANANTHAPURAM.14



Higher Education Gouncil

Higher Education Scholarship

Home Logout Institution Details

Institution Course

Student Details

Students for Approval

Registered(Fresh/Renewal) and Payment Approved List

Password Change/Reset

Logged In : GOVT. COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

Previous site is open for those who have not done 2019 renew.

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Note:- "Institutions must update the UG aided courses and its sanctioned strength for first year only".

| | | | | Institution D | etails | | | |
|--------|----------------------|------------------------|-------------|---|----------------------------|-------------------|------------------|-------------------|
| SI.No. | University Name | Institution Type | Institution | Institution Name | Address | Phone Number | principal mobile | e-Mail |
| 1 | Kerala University | GOVT/AIDED COLLEGES | 40001 | GOVT COLLEGE FOR WOMEN. VAZHUTHACAUD THIRUVANANTHAPURAM | VAZHUTHACAUD THYCAUD 69501 | The second second | | gcwtvpm@gmail.com |

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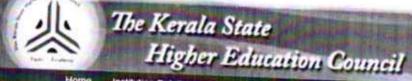
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PRINCIPAL PRINCIPAL

COVT. COLLEGE FOR WOMEN THIRDVANANTHAPURAM-14





Higher Education Scholarship

Logout

Institution Details Institution Course

Student Details

Students for Approval

Registered(Fresh/Renewal) and Payment Approved List

Password Change/Reset

Logged In : GOVT, COLLEGE FOR WOMEN, VAZHUTHACAUD, THIRUVANANTHAPURAM

Previous site is open for those who have not done 2019 renewal, last date 3'

Note:- "Institutions must update the UG aided courses and its sanctioned strength for first year only".

| SI.No. | Name | Institution Type | Institution | Institution Details | | | | | |
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| | | | Code | Institution Name | Address | Phone | principal manual | | |
| 1 | Kerata University | GOVT/AIDED | 40001 | GOVT COLLEGE FOR WOMEN | Address | Number | principal mobile Number | e-Mail | |
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Higher Education Gouncil

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| SI.No. | University Name | Institution Type | Institution | Institution Name | Address | Phone Number | principal mobile | e-Mail | |
| 1 | Kerala University | GOVT/AIDED COLLEGES | 40001 | GOVT COLLEGE FOR WOMEN. VAZHUTHACAUD THIRUVANANTHAPURAM | VAZHUTHACAUD THYCAUD 69501 | | | gcwtvpm@gmail.com | |

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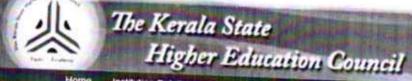
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THERITYANANTHAPURAM.13

B2/1814/2019-20/GCW

Government College for Women,

Thiruvananthapuram

Dated: 29-04-2020

E-GOVERNANCE REPORT

Ref: Council minutes dated 15.04.2019

In the era of Information and communication technologies (ICT), all sectors of governance have been drastically modified and improved in terms of the reach and efficiency. Users can get all kinds of services and hassle-free access to all the relevant contents through the interfaces, practically from anywhere in the world. This has started saving lot much of effort, time and money of the whole system of governance. This has also resulted in a great level of transparency and efficiency in providing services to the people and paves way to the employees for offering the best support they can render. The working culture has been greatly improved once the e-governance practices came in to the picture. The hurdles of accounting, planning, implementation, evaluation, projections etc. could be effectively overcome by the ICT enabled procedures. The concept of 'paperless office' has been widely acclaimed and accepted in our public and private sectors of governance in recent years. All service sectors have greatly benefitted by the smooth and effective functioning of the tools of e-governance.

Being a Government Arts and Science College, Govt. College for Women Thiruvananthapuram also has ensured all possible measures in following the egovernance practices in the smooth functioning of the institution. As it is a government run college and is academically affiliated to a university, the University of Kerala, all governing practices facilitated by the state government and the university are closely followed. The college has 100% of e-literacy considering the students, teachers and clerical staff into account. Use of computers with ICT tools and smart phones are well versed here among the majority of the academic stake holders, facilitating the implementation of e-

PRINCIPAL GOVT, COLLEGE FOR WOMEN governance. Under the various schemes of state government and UGC, it has been ensured that sufficient IT infrastructure is available here in the campus for the convenient use of teachers and students. High speed broadband internet connectivity supporting the needs of e-governance activities also is ensured in the campus. Students are given support in achieving e-literacy, for fulfilling their learning requirements as well as other course related formalities. The Continuing Education Sub Centre functioning in the college has been offering basic training course in tackling the 'know-how' of ICT and office related works. The college has taken all possible steps to follow the developments happening in the field of e-governance in offering quality teaching learning practices and efficient administrative support. The institution truly follows the spirit of e-governance in the right sense, in the institutional level and beyond.

The aspects of e-governance we have been following over the last several years and some such practices we started to follow recently in different areas are discussed here in short.

1. Planning and Development

The planning committee headed by the college principal takes care of academic and infrastructure development plans of the college. All development proposals and purchase intents are submitted and processed online thorough the egovernance portal of Dept. of Collegiate Education, Government of Kerala, where all proposals and supporting documents are uploaded and validations and sanctioning are done online. This ensures hassle-free processing of accounts and timely completion of developmental works and purchases. All financial transactions are managed through Bill Information and Management System (BiMS), which is an electronic-Bill portal for claim settlements by Drawing and Disbursing Officers (DDOs).

The college submitted 142 finance bills to District Treasury during this period and all are passed for payment.

Website: https://bims.treasury.kerala.gov.in/

2. Administration

Office administration of the college also has been equipped with e-governance tools. The web-based file tracking & management system (Digital Document File System – DDFS), an idea emerged from the vision of "less-paper office" DDFS as introduced by Department of IT, Government of Kerala has started functioning in the college. DDFS covers the whole details of a document, beginning with the creation of a tapal and ending with the closure of the file. Fast and user-friendly interface enables the officers to work effortlessly with their files. The system is highly secure with each operation monitored and audited. All applications from the staff / each department are processed through the DDFS system. The transfer and appointment processes of permanent staff also are facilitated by the egovernance practices. Biometric attendance management system of the staff members also is in practice in the campus under the Centralized Attendance Management System (CAMS). Collegemate is another e-governance software developed and implemented by collegiate education of Kerala and used by our college recently. Collegemate comprises of detailed modules like admission, student progression, academic, scholarships, fee concessions, establishment, purchases, file management etc., where entries can be made at various academic and administrative levels. The data can be centrally verified and evaluated by the Dept. of Collegiate Education.

The college submitted 1683 DDFS transactions to various departments in higher education and received 1520 transactions in this period

Website: https://ddfs.in/ddfs/login.do

3. Finance and Accounts

Financial accounting processes have been shifted to online platforms like SPARK and BiMS in recent years. SPARK-Service and Payroll Administrative Repository for Kerala has been developed by National Informatics Centre (NIC), based on the state government decision to implement an integrated personnel and payroll management system covering all government departments in the state. Salary processing and disbursal has been made online through this system for last several

years. All financial transactions are managed through Bill Information and Management System (BiMS). This has made all financial accounting hassle-free and facilitates the faster implementation of projects and prompt purchases. Budget Allocation & Monitoring System (BAMS) is another online computerized system, we have been benefitted. This interface is meant to distribute the budget and to authorize expenditure. This system permits the re-appropriation of funds within the prescribed limits and allows withdrawal/surrender of budget grants.

The college processed 162 regular salary bills and 28 arrear salary bills through SPARK in this period

Website: https://bims.treasury.kerala.gov.in/

4. Student Admission and Support

Admission to various programmes offered by college is conducted solely through the online admission portal facilitated by University of Kerala, to which the college is affiliated. Submission of application by students, allotment of admission, admission process etc. is done through various user interfaces of the portal. Students have the options to remit the fee online for any academic related purposes. Application to various student scholarships also can be submitted online through National Scholarship portal and through the scholarship portal maintained by the Dept. of Collegiate education, Kerala. The scholarship is transferred to the student through the Direct Benefit Transfer (DBT). Students are also supported with e-resources like INFLIBENT managed through the central library of the campus. The networking labs available in the campus offer great service to the students in accessing the online resources.

All the students admission (UG and PG) is through the online student portal of the university of Kerala. The research portal manages Ph.D admission and further support.

Website https://admissions.keralauniversity.ac.in/

5. Examination

Being an affiliated college of University of Kerala, all examinations conducted in the college is coordinated through the university examination portal. Students can directly register for examinations and can remit fees online. Exam notifications and results also are made available through the interface. Award of continuous

evaluation marks are done online through teacher – HoD – Principal levels at the

college interface of the portal. Mark lists of each semester can be downloaded

from the examination site. Application for revaluation and improvement

examination also is made online. Question papers for all PG exams are made

available only by online.

Website: https://exams.keralauniversity.ac.in/

6. College Website

College website is a noble platform for facilitating the e-governance practices of

the institution. The college has a well-maintained website (www.gcwtvm.ac.in).

All administrative and academic activities are clearly detailed in the college

website also. Along with all the basic details on the college regarding the

departments, staff, research activities, various cells and forums, the website

provides access to all relevant details of the college. All academic programmes

like conducting of seminars, workshops and training programmes are informed

through the college website. Registration facility is provided through the website.

Appointment procedures of guest faculties also facilitated though the college

website. All student support services and activities are clearly described in the

college website. Submission of student grievances also are facilitated through the

website. Student feedback on all activities in the college also are collected through

this platform. All tender notifications and guidelines related to purchases and

constructions are notified through the site.

The college processed guest lecturer application for four subjects, seminar

registration of four national seminars and teacher evaluation through the portal

Website: https://www.gcwtvm.ac.in/

7. Scholarships

Scholarship portals of state and central governments are used for the application,

verification, status checking by the students, scholarship nodal officers and

administrative section

The list of scholarship portals used by the students and the number of operations in the year 2018-19 are mentioned.

http://www.dcescholarship.kerala.gov.in/---- 2863

http://dcescholarship.kerala.gov.in/hescholarship---- 703

http://kssm.ikm.in/- 18

https://scholarships.gov.in/ 429

8. E- tender

The college council decided to place all tenders above 5 lakhs only through etender portal of Government of Kerala. This ensures transparency and efficacy of the process. The college purchased equipments of 52 lakhs through this portal. All tenders below 5 lakhs are published in the college website.

Council convener

Dr. Nazneen A

Principal

BOYT COLLEGE HAR WORKED THIRDVANASTHAPURANUTA

Thiruvananthapuram

Dated: 17-04-2019

E-GOVERNANCE REPORT

Ref: Council minutes dated 15.04.2019

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The college submitted 138 finance bills to District Treasury during this period and all are passed for payment.

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Office administration of the college also has been equipped with e-governance tools. The web-based file tracking & management system (Digital Document File System – DDFS), an idea emerged from the vision of "less-paper office" DDFS as introduced by Department of IT, Government of Kerala has started functioning in the college. DDFS covers the whole details of a document, beginning with the creation of a tapal and ending with the closure of the file. Fast and user-friendly interface enables the officers to work effortlessly with their files. The system is highly secure with each operation monitored and audited. All applications from the staff / each department are processed through the DDFS system. The transfer and appointment processes of permanent staff also are facilitated by the egovernance practices. Biometric attendance management system of the staff members also is in practice in the campus under the Centralized Attendance Management System (CAMS). Collegemate is another e-governance software developed and implemented by collegiate education of Kerala and used by our college recently. Collegemate comprises of detailed modules like admission, student progression, academic, scholarships, fee concessions, establishment, purchases, file management etc., where entries can be made at various academic and administrative levels. The data can be centrally verified and evaluated by the Dept. of Collegiate Education.

The college submitted 1273 DDFS transactions to various departments in higher education and received 1301 transactions in this period

Website: https://ddfs.in/ddfs/login.do

3. Finance and Accounts

Financial accounting processes have been shifted to online platforms like SPARK and BiMS in recent years. SPARK-Service and Payroll Administrative Repository for Kerala has been developed by National Informatics Centre (NIC), based on the state government decision to implement an integrated personnel and payroll management system covering all government departments in the state. Salary processing and disbursal has been made online through this system for last several

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The college processed 152 regular salary bills and 21 arrear salary bills through SPARK in this period

Website: https://bims.treasury.kerala.gov.in/

4. Student Admission and Support

Admission to various programmes offered by college is conducted solely through the online admission portal facilitated by University of Kerala, to which the college is affiliated. Submission of application by students, allotment of admission, admission process etc. is done through various user interfaces of the portal. Students have the options to remit the fee online for any academic related purposes. Application to various student scholarships also can be submitted online through National Scholarship portal and through the scholarship portal maintained by the Dept. of Collegiate education, Kerala. The scholarship is transferred to the student through the Direct Benefit Transfer (DBT). Students are also supported with e-resources like INFLIBENT managed through the central library of the campus. The networking labs available in the campus offer great service to the students in accessing the online resources.

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http://dcescholarship.kerala.gov.in/hescholarship---- 576

http://kssm.ikm.in/- 28

https://scholarships.gov.in/ 478

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Council convener

Dr. Nazneen A

Principal