GOVERNMENT OF WEST BENGAL
Office of the Principal
GOVERNMENT GENERAL DEGREE COLLEGE AT PEDONG
DIST. KALIMPONG – 734311

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Policy on E-Governance Implementation

The college is committed to implementing e-governance across all its activities to ensure accessibility to information, transparency in operations, and accountability to all stakeholders.

Scope
This policy applies to the following areas of the college's operations:
- General administration
- Student admissions and support
- Library services
- Accounts and finance
- ICT infrastructure
- Examinations

Objectives
1. Digitization of college-related information, student communication, and daily updates.
2. Promotion of transparency and accountability in admissions, examinations, financial operations, and communications with government and funding agencies.
3. Establishment of a fully automated library with complete barcoded book inventory.
4. Creation of a Wi-Fi enabled campus.
5. Enhancement of smart classroom facilities.

Areas of Policy Implementation
1. **Website**: The college website serves as a crucial interface for students, faculty, guardians, and the public. It includes comprehensive information about the college's history, courses, faculty details, upcoming events, and activities of committees, clubs, and cells.
2. **Student Admissions**: Admission to undergraduate courses is conducted online as per the guidelines of the Higher Education Department, Government of West Bengal. The college utilizes a private vendor's services to maintain an accessible and error-free admission portal.
3. **Library**: Efforts are made to maintain and preserve the college library's collection through e-cataloguing and updated software for efficient management.
4. **Alumni Relations**: Regular meetings with alumni are held, and the registration process is conducted according to the Society Registration Act.
5. **Finance and Accounts**: All financial transactions and staff salaries are managed through the West Bengal Integrated Finance Management System (WBIFMS), adhering to government regulations.
6. **Examinations**: Internal marks, attendance records, and practical examination results are uploaded to the university portal in compliance with university guidelines.

To support the successful implementation of this e-governance policy, the college continuously procures adequate hardware and software infrastructure.

CO-ORDINATOR
IQAC
GOVT. GENERAL DEGREE COLLEGE AT PEDONG

Officer-In-Charge
Government General Degree College
at Pedong