

Chh. Shivaji Shikshan Mandal's

**Dadasaheb Jotiram Godse Arts, Commerce, Science College
Vaduj**

CRITERIA-6

INDEX

[Sub. Point] 6.2.3

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6.2.3 Implementation of e-governance in areas of operation

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

Areas of e governance	Name of the Vendor with contact details	Year of implementation
Administration	ASQUARE SOFTWARE SERVICES 3rd Floor,Ganpati Krupa comercial complex sambhaji chowk shiroli kolhapur -416122	10/5/2022
Finance and Accounts	ASQUARE SOFTWARE SERVICES 3rd Floor,Ganpati Krupa comercial complex sambhaji chowk shiroli kolhapur -416122	10/5/2022
Student Admission and Support	ASQUARE SOFTWARE SERVICES 3rd Floor,Ganpati Krupa comercial complex sambhaji chowk shiroli kolhapur -416122	10/5/2022
Examination	Shivaji University Kolhapur	2022-23

Chh. Shivaji Shikshan Mandal's
**Dadasaheb Jotiram Godse Arts,
Commerce, Science College Vaduj**

Tal-khatav, Dist. Satara

Date-20/09/2022

POLICY DOCUMENT

Title of the Policy: E-Governance policy in the Instruction

Introduction: E-Governance in corporate fields, educational Institutions, and almost in all spheres of modern life has become inevitable. If one wants to survive and cope up with the world, willing acceptance of modern technology is inevitable. Obviously there might be certain local barriers in some cases, but its importance and relevance can never be denied. So the institution has decided to accept and implement modern electronic technology in the institutional governance.

Objectives:

1. Implementation of E-governance in various functioning of the institution
2. Achieving efficiency in our functioning
3. Promoting transparency and accountability
4. Achieving paperless administration of the institution
5. Facilitating online internal and external communication between various entities of the institution
6. Providing easy access to information
7. Making the institution visible globally

Policy:

1. In order to provide simpler and efficient system of governance within the institution, it is decided to adopt and implement e-governance in maximum activities of our functioning.

2. The institution has already started with e-governance in some aspects of functioning like library, accounts, etc. But, now we have drafted this policy framework for definiteness in functioning.

For convenience purposes, the policy is divided into various areas of operation. These areas of operation are illustrative and the society reserves the right to implement e-governance even in the areas not enlisted herewith.

1. Website: The website of the college needs to improve taking into account the new changes. The website should act as a mirror of the college activities and information about all activities, important notices, etc should be made easily available to the outsiders. For this purpose, a separate service provider/web designer can be appointed by the Secretary of the society. Along with it, training should be given to the existing staff and persons should be identified who will undertake the responsibility of website administration and updation at the college level.

2 Student Admission: The College has decided to process all admissions in online mode. This will cover admissions to all courses whether graduate courses. For this purpose, an arrangement can be entered into with a reputed banking company preferable State Bank of India with whom the society maintains all its accounts. The Secretary of the parent institution is given the authority to take appropriate decisions and identify the persons responsible for implementation of this aspect of the policy.

3. Accounts: With the prior permission of the parent institute, the college should purchase software for the smooth functioning of Accounts. Appropriate security measures should be taken for maintaining confidentiality of the transactions. Training to the

existing staff and updation of the existing softwares must be done on timely basis.

4. Library: We should try our level best to make our library as one of the best libraries. To continue with this motto, we need to add more and more e-learning resources for the benefit of the teachers and students. Library is presently using Soft Library software for its internal working. It needs to be updated timely. Also, the OPAC system should be converted into a web-based service for others to utilize the library resources effectively. Similarly newer e-learning resources like journals, etc should be identified and subscribed taking into account the recommendations of the library advisory committee.

Recommendations of the teachers and students also need to be taken into account while subscribing to these resources. Appropriate training to the staff and the students for using e-learning resources should be provided.

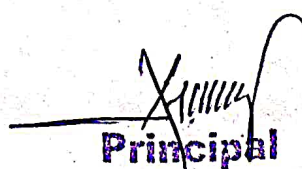
5. Administration: To provide a hassle free, convenient and cheap process. Maximum of the administration of the institute should be handled with ICT based technology. Facilities should be provided for online leave management of employees, e copy of salary certificates, internal communication between the employees interest, etc. Students also must be able to obtain maximum services like transfer certificates, various certificates and other in online mode.

6. Examination: As per the directions of the University, it is mandatory to handle examination in online manner. Filling of examination forms, revaluation forms, photocopy forms, obtaining hall tickets, receiving of examination papers, uploading of marks, etc. everything has to be done in online manner. Utmost secrecy and confidentiality needs to be maintained while handling examinations and work needs to be done with utmost care and caution. Controller of Examinations needs to supervise the entire process of examination under the guidance of the Principal of the college.

Date-20/09/2022

Place- Vaduj



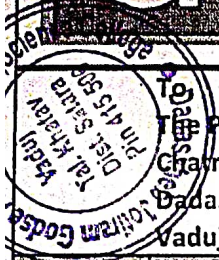

Principal
Dadasaheb Jotiram Godse
Arts, Commerce, Science College,
Vaduj, Tal. Khatav, Dist. Satara (MH)
Pin 415 506

**A SQUARE SOFTWARE SERVICES**

3rd Floor, "Ganpati Krupa" Commercial Complex,
Sambhaji Chowk,Shiroli, Kolhapur -416 122
Other Offices - Pune, Satara.
EmailId - asquare.help4u@gmail.com

INVOICE

INVOICE NO.	590
INVOICE DATE	10-05-2022
Contact No - +91 - 8484853292	



Principal,
Chhatrapati Shivaji Shikshan Mandal's
Dadasaheb Godse Arts, Commerce, Science College,
Vaduj, Tal - Khatav, Dist- Satara.

Sr. No	Description	Period	Price	Total
1	AMC (Annual Maintainance Charges) For Computerized MIS System (Educare Version 4.0) (College Paperless MIS System) • New Version Update • New Licence Generation • Online Support • Training to user • New Installation on Computer	01/06/2022 to 31/5/2023 1 Year		5,000
Total in Words : Five Thousand Only.			Subtotal	5,000
			GST	N/A
			Other Charges	N/A
			Total	5,000

Terms & Condition :

- 1 Warranty : For 1 Year from the date of implementation of software against manufacturing defects only. Warranty does not include any Hardware service, maintaining LAN, physical damage, data loss or its recovery.
- 2 A SQUARE SOFTWARE SERVICES does not install or hold ourselves responsible for installing any third party software besides the educare.
- 3 All the payment to be made by A/C payee Cheque in favor on "A SQUARE SOFTWARE SERVICES".

Account Details

Account Name :	A SQUARE SOFTWARE SERVICES
Account No. :	0464102000013703
Bank Name :	IDBI Bank
IFSC Code :	IBKL0000464
Account Type	Current A/C

For A SQUARE SOFTWARE SERVICES

Authorized Signatory

Principal

Dadasaheb Jotiram Gor
Arts, Commerce, Science C

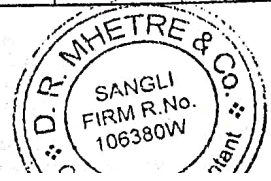
6.4.1

CHH. SHIVAJI SHIKSHAN MANDAL'S

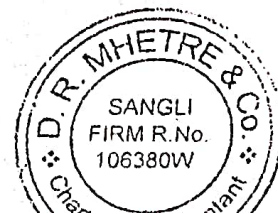
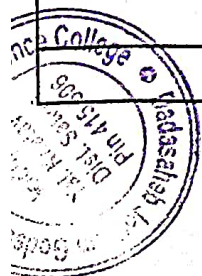
DADASAHEB JOTIRAM GODSE ARTS COMMERCE SCIENCE COLLEGE VADUJ TAL. KHATAV (SATARA)

RECEIPT & PAYMENTS ACCOUNT FOR THE YEAR ENDING 01/04/2022 to 31/03/2023

RECEIPTS	Rs. Ps.	Rs. Ps.	PAYMENT	Rs. Ps.	Rs. Ps.
To Opening Balance			By Pay & Allowance		
Cash in hand	0.00		Principal	2624058.00	
Cash at Bank (1268)	619057.80		Teaching Staff	20030884.00	
Cash at Bank (1269) Library	3986.00		Non.Teaching Staff.	<u>1289860.00</u>	23944802.00
Cash at Bank (1270) Gym.	1187.00				
Mah.Bank A/C No60425608850.	0.00		By AGP/GP		
Salary . A/C (Mah.)169	0.18		Non.Teaching Staff.	<u>194400.00</u>	194400.00
D.C.C. Bank Salary	<u>233.00</u>	624463.98			
			By DA		
To Grants			Principal	1030951.00	
Salary Grants	35602581.00		Teaching Staff	8149458.00	
Salary Grant Trf.P.Tax	61725.00		Non.Teaching Staff.	<u>2741491.00</u>	11921900.00
Salary Grant Trf .P.F.	2916000.00				
Salary Grant Trf. DCPS	266612.00		By HRA		
Lead Collee Grant	<u>19627.00</u>	38866545.00	Principal	252590.00	
			Teaching Staff	1746684.00	
To fees & Fines			Non.Teaching Staff.	<u>149043.00</u>	2148317.00
Admission Fee	8610.00				
Tution Fee (B.COM)	119350.00		By TA		
Tution Fee (B.A.)	96800.00		Principal	27098.00	
Tution Fee (B.Sc.)	10000.00		Teaching Staff	381900.00	
Tution fee	3720548.60		Non.Teaching Staff.	<u>36600.00</u>	445598.00
Env. Studies fee	85800.00				
T.C. Fee	11700.00		By Special Allow.Principal	56613.00	
Magazine fee	86100.00		Non-Teach. Cash Allow.	900.00	
Bonafide	150.00		Non.Tech.Peon wash All.	2550.00	60063.00
Cultural fee	86100.00		Medical Bill	<u>497854.00</u>	497854.00
Internal College Exam	258300.00		By Universitie fees		
Library Deposit	26400.00		Youth Festival	54868.00	
Medical Fund	17220.00		Ashwamedh fee	32268.00	
Devlopment Fee	21300.00		Affiliation fee	123400.00	
Common Breakage	129450.00		Kalyan Nidhi	96500.00	
Barrow Card	<u>17220.00</u>	4695048.60	E-suvidha	42950.00	
			Exam fee	750075.00	
To Universities fee			Eligibility fee	29600.00	
Exam fee	750510.00		Lead college	38102.00	
Eligibility fee	28200.00		Pro-rata fee	21475.00	
Lead college fee	21525.00		N.C. fund	8590.00	
Ashwamedh fee	51660.00		Self finance fee	8590.00	
Kalyan Nidhi	53650.00		College devp.(Dead Stock)	111900.00	
Youth Festival	55965.00		NAAC TA DA	52203.00	
N.C. fund	8610.00		Library fee	5900.00	
Pro-rata fee	21525.00		Gymkhana Sport equip.	233193.00	
Self Fin. Fee	8610.00		Gymkhana T.A.D.A.	27922.00	
e-Suvidha	43050.00		Poor boys Fund	10930.00	
Gymkhana fee	129150.00		Youth Hostel	42950.00	
Library fee	90308.00		Magazine fee	111671.00	
Jublee fee	21525.00		Tution fee B.A.	800.00	
Society loan	646327.00		Tution fee B.Com	21450.00	
College Development fee	129150.00		Gymkhana fee	8145.00	
Flag fund	8610.00		Cultural fee	24978.00	
Practical Fee (B.Sc.)	29100.00		Identity fee	14650.00	
Youth Hostel	43050.00		Common breakage	135735.00	
Short term course	131785.00		Con.Regii.fee	<u>1250.00</u>	
Career Catta	96725.00		UGC	321537.00	
Book fine	2845.00		Stud.Wefare fund	2390.00	
Registration fee	154810.00		Staff Insurance	17180	
Accommodation fee	<u>39400.00</u>	2566090.00	Develo.NAAC	71197.00	
			NAAC Photo Bill	<u>5000.00</u>	
					2427399.00
Total		46752147.58			41640333.00



RECEIPTS	Rs. Ps.	Rs. Ps.	PAYMENT	Rs. Ps.	Rs. Ps.
	Total	46752147.58			41640333.00
Recurring receipt			By Recurring payment		
Cautious Money	8610.00		Sadil Exp.	21169.00	
Identity card fee	14800.00		Travelling Exp.	64593.00	
Poor boy fund	21525.00		Telephone Bill	2360.00	
DCPS	378554.00		Audit fee	14825.00	
Bank interest	591.00		Printing expenses	118052.00	
Income-tax	7072500.00		Stationary Exp.	61605.00	
Pro-Tax	61925.00		College web renevation	6000.00	
LIC	1094319.00		Computer exp. Maint.	57820.00	
P.F.	2916000.00		Internet services	30149.00	
Personal loan	979936.00		Electricity bill	47145.00	
Recovery DCPS	10445.00	12559205.00	Software renevation	5000.00	428718.00
To Usanwar Anamat			Mandal Usanwar	2794000.00	
NSS Regular			Lead college Usanwar	3000.00	
Usanwar	452003.00		Bank commission	3167.72	
Mandal Usanwar	100000.00		Gymkhana fee	8230.00	
Usanwar (R.J.Godse)	10541.00		Library book	71383.00	
M.com	1060.00		Usanwar (R.J.Godse)	10246.00	
Medical Bill	300000.00		NSS camp	70000.00	
Student Welfare Fund	2390.00	865994.00	NSS Regular	8500.00	
			Advertise Bill	7603.00	2976129.72
			Other payment		
			Income tax	7072500.00	
			Prof. Tax	61925.00	
			LIC	1094319.00	
			PF	2916000.00	
			News Paper & Magazine	3300.00	
			Personal loan	979936.00	
			Society loan	646327.00	
			DCPS	322583.00	
			Miscelleneous expenses	244661.00	
			Income tax consu.	5115.00	
			Form fee	3000.00	
			Internal college exam	95000.00	
			Jublee fee	21475.00	
			Career Catta	83220.00	
			Acomodation fee	27400.00	
			Zerox	540.00	
			Chemical Practi.Instru.	340210.00	
			Library News paper	11267.00	
			Sub.Certi.fee	200.00	
			CONF TA	7100.00	
			CONF Sadil	12703.00	
			Con.Photo	8000.00	
			Con.Stastotionary	13600.00	
			Con.Mandhan	15500.00	
			Con.Lunch	55489.00	
			Con.Mandap Deco.	41000.00	
			Con. Printing	18868.00	
			M.Com	1060.00	14102298.00
	Total	60177346.58			59147478.72

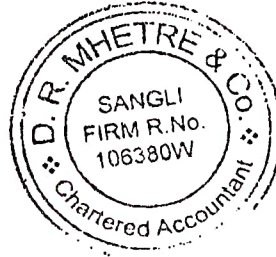


RECEIPTS	Rs. Ps.	Rs. Ps.	PAYMENT	Rs. Ps.	Rs. Ps.
		60177346.58	<u>By Closing Balance</u>		59147478.72
			Cash in hand	0.00	
			Cash at Bank (1268)	562219.40	
			Cash at Bank (1269)Library	4026.00	
			Cash at Bank (1270) Gymkhana	1173.00	
			Salary . A/C (Mah.)	177.18	
			BOM A/C 60425608850	462039.28	
			D.C.C. Bank Salary	233.00	1029867.86
Total		60177346.58			60177346.58

Arts & Comm AUDIT2022-23

Examined and Found Correct

Place : Sangli
Date



D.R. Mhetre & Co.
Chartered Accountant

D.R. Mhetre / H.D. Mhetre
Partner



Principal
Dadasaheb Jotiram Godse
Arts, Commerce, Science College,
Vaduj, Tal. Khatav, Dist. Sangli (MH)
Pin 415 500







