

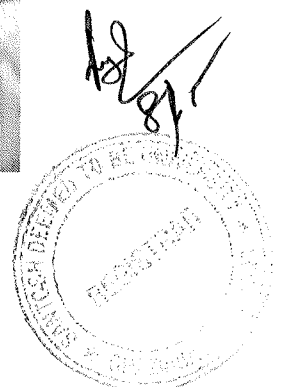
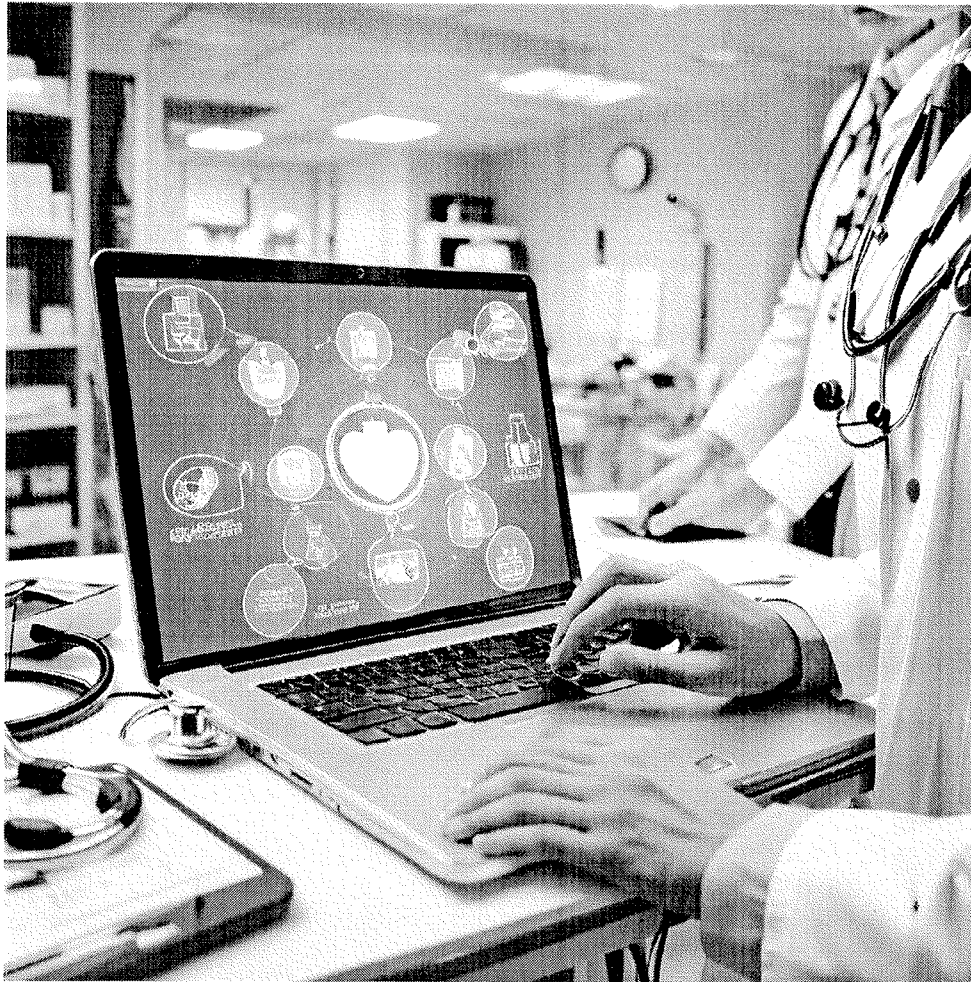
SANTOSH

Deemed to be University
(Established u/s 3 of the UGC Act, 1956)

E-Governance Policy of Santosh Deemed to be University

1. INTRODUCTION:

E – governance envisages with the sole vision of enhancing the system of governance for the development of the university by leveraging new and cutting-edge technologies. The broad areas of e-governance in the areas of planning and development, administration, finance and accounts, student admission and support, examination, and other stakeholders' inclusion in a staged manner.



2. Objectives

1. Implementation of E-governance in various functions of the Institution.
2. Achieving efficiency in our functioning.
3. Promoting transparency and accountability.
4. Facilitating online internal and external.
5. Providing easy access to information

3. Goal

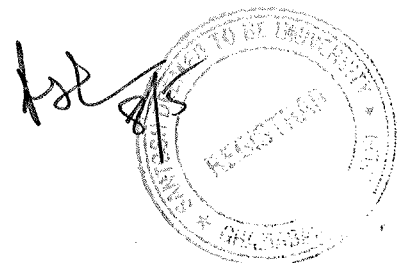
The overarching goal of an e-governance policy is to leverage digital technologies and platforms to streamline administrative, academic, and operational processes, thereby enhancing efficiency, transparency, accountability.

4. Scope

The scope of an e-governance policy is encompassing various aspects of administrative, academic, and operational functions that can be digitized and managed electronically.

5. Planning and Development

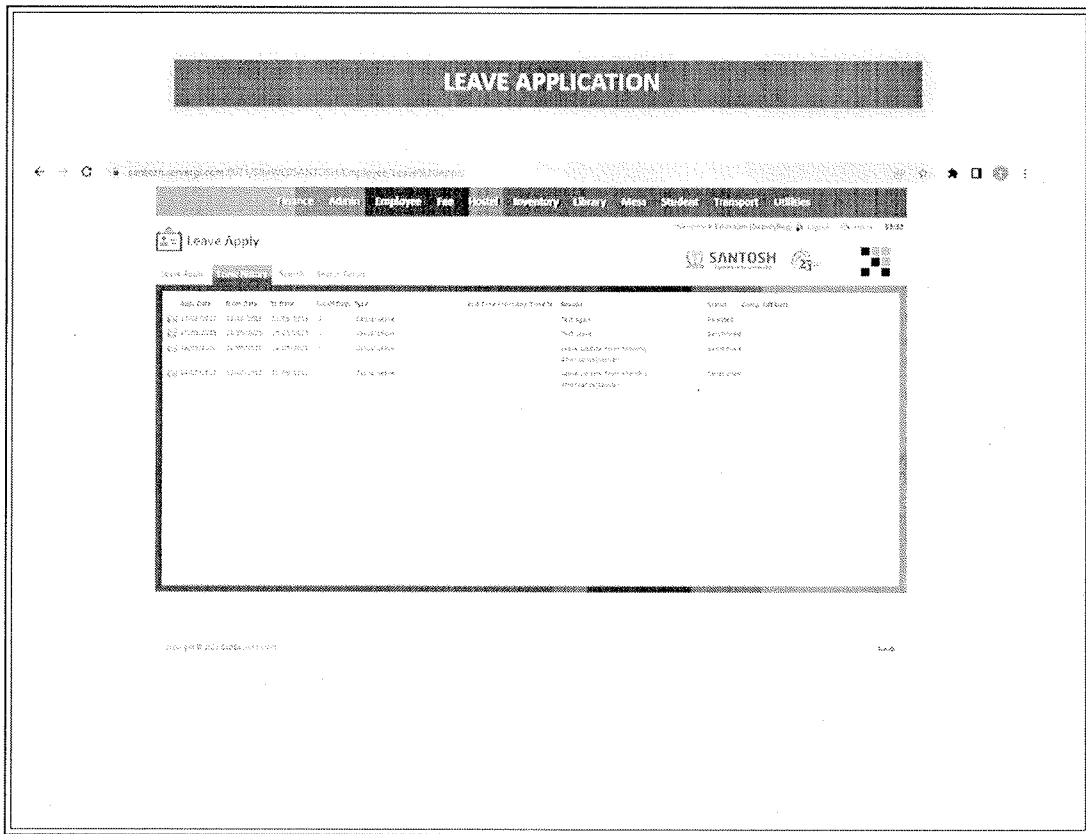
Santosh Deemed to be University has embraced e-governance to enhance planning and development initiatives, as epitomized by the SDU Online Portal. This centralized platform facilitates various functions, including the streamlined booking of facilities and efficient leave management. Moreover, the Online Admissions and Student Information System ensures a seamless and digitized admission process, fostering better coordination between academic and administrative realms. The university brings out its brochure, which is displayed



on the website and has guidelines for the admission process

5.1 Leave Application

Implementing e-governance for leave applications through software involves developing a digital system that streamlines the process of requesting, approving, and managing employee leave requests. With these features and functionalities, organizations can streamline their leave management processes, improve efficiency, and enhance employee satisfaction.

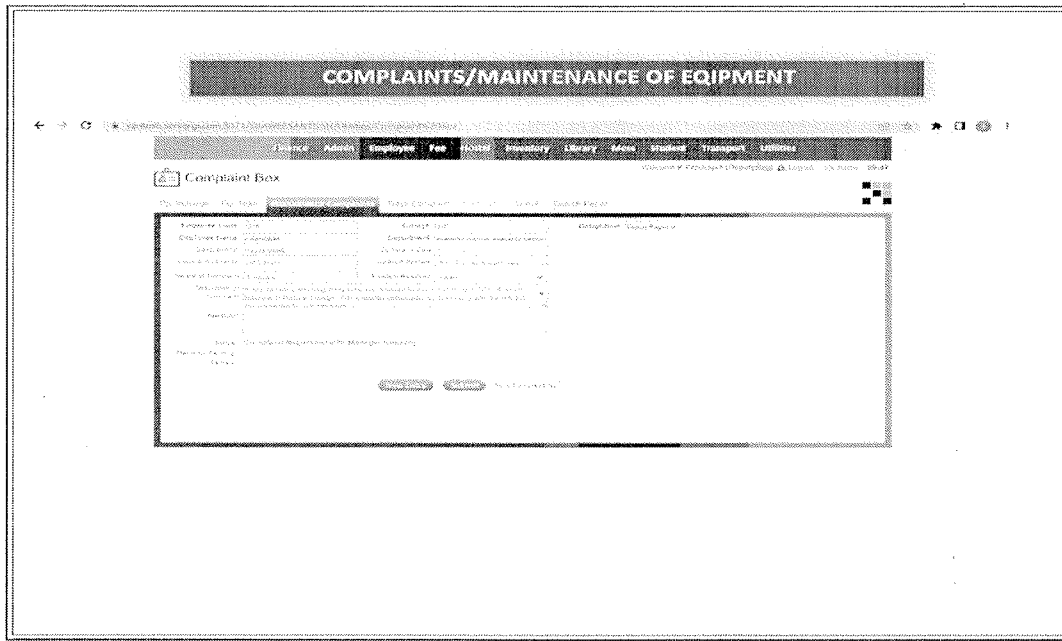


5.2 Complaints and Maintenance of Equipment

Developing an e-governance system for managing complaints or maintenance of equipment through software involves creating a digital platform to streamline the process of reporting, tracking, prioritizing, and resolving equipment-related issues. With these features and functionalities, organizations can improve the efficiency,

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reliability, and transparency of their maintenance processes while enhancing user satisfaction and optimizing resource utilization.



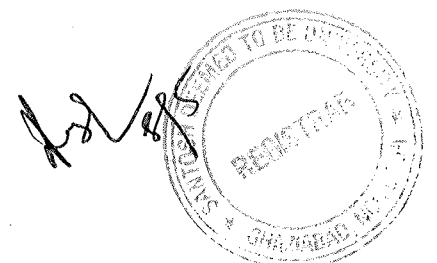
5.3 Administration

The administration at Santosh Deemed to be University has witnessed a transformative shift with the introduction of the ERP Online Portal. Administrative offices should use advanced Excel and File Management System tools to maintain effective databases.

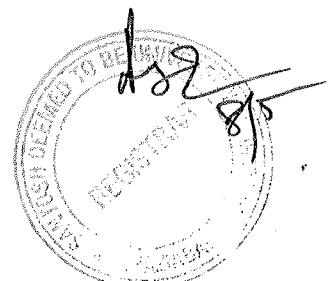
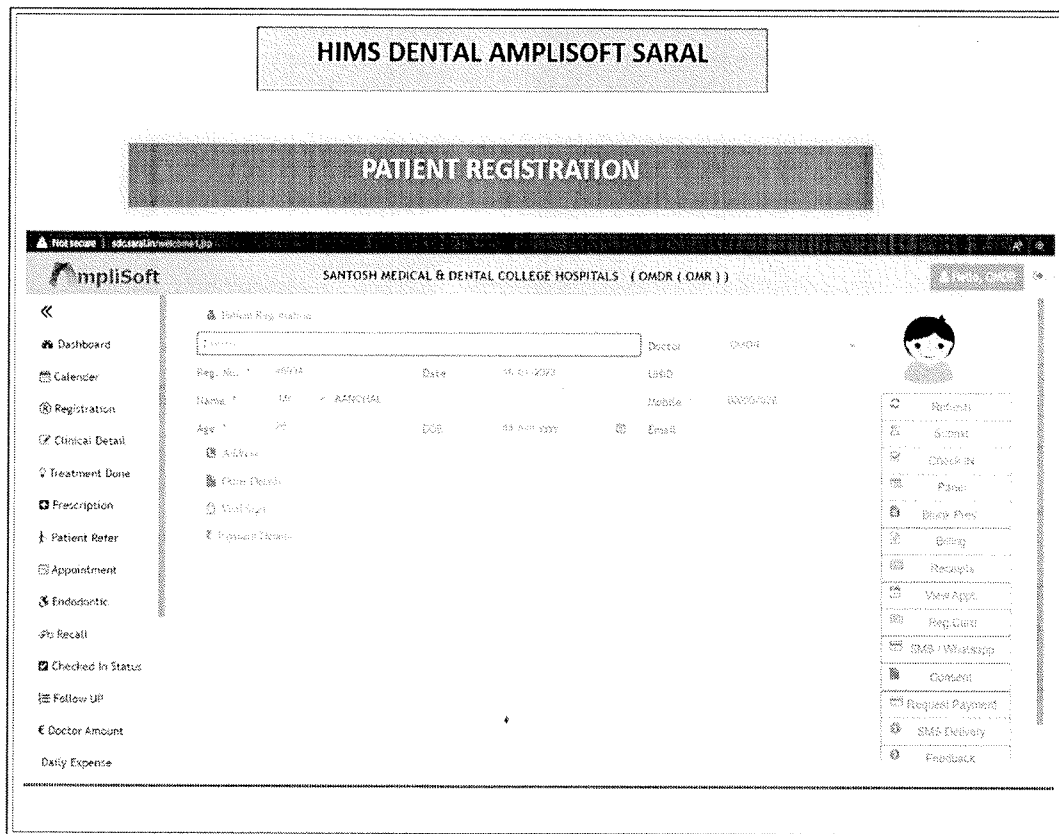
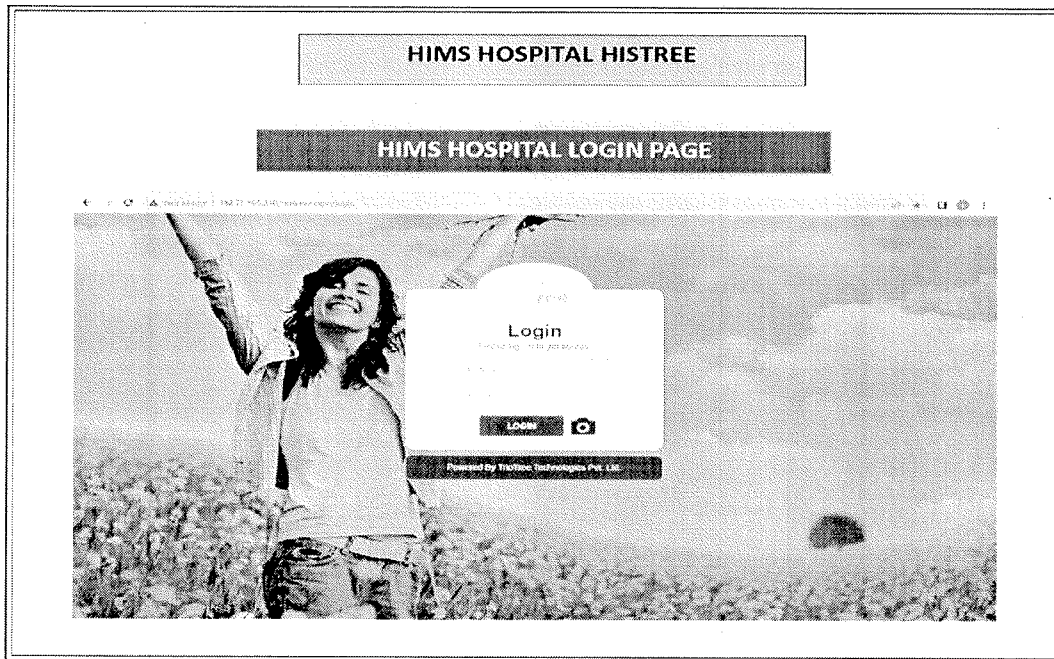
- Students must be able to obtain maximum services in online mode.
- Admin staff must be provided with adequate training and development to keep them abreast of the new technology.

5.4 HIMS

Developing an e-governance system for Hospital Information Management System (HIMS) through software involves creating a comprehensive digital platform to manage various aspects of healthcare delivery, administration, and patient information. With these features and functionalities, Hospital will improve the quality, efficiency, and accessibility of healthcare services while



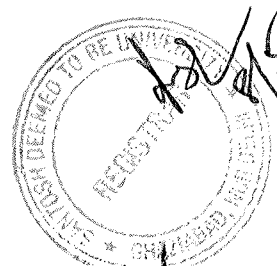
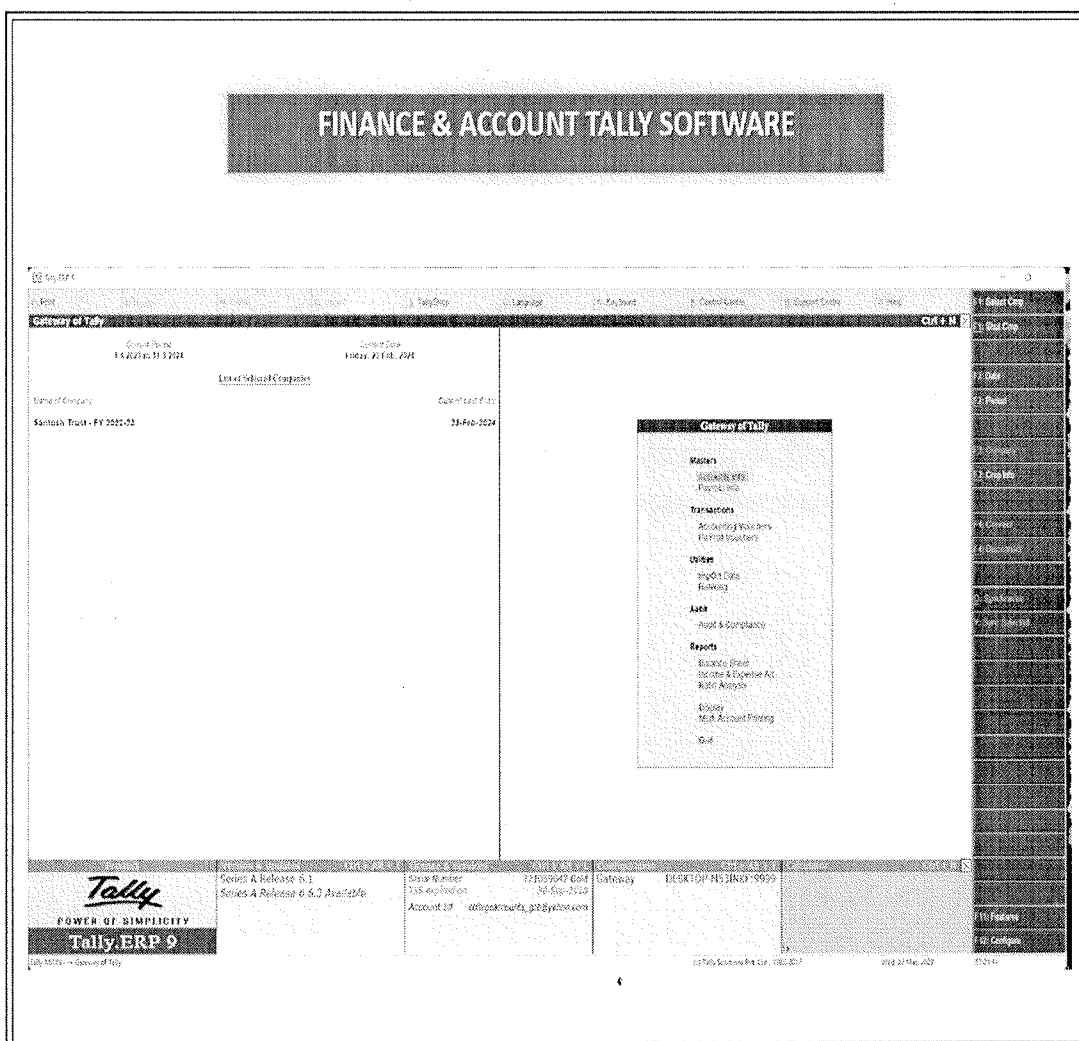
ensuring compliance with regulatory requirements and enhancing patient satisfaction.



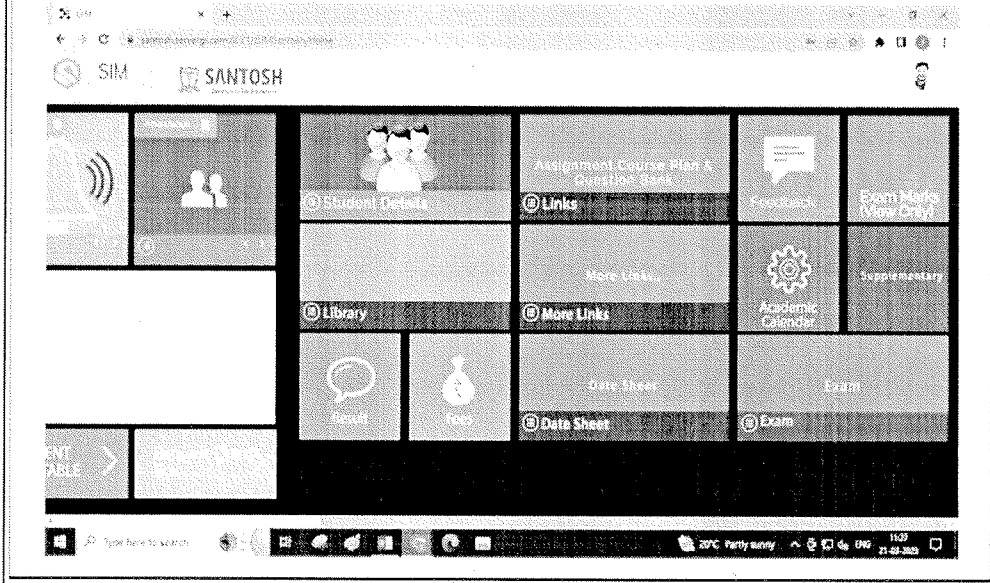
5.5 Finance and Accounts

For ease of maintaining accounts and finance, suitable accounting and finance software is to be purchased and used by the college. Reports can be generated for all staff members. Payments are generally made and received through online modes such as NEFT, RTGS, bank transfers, etc.

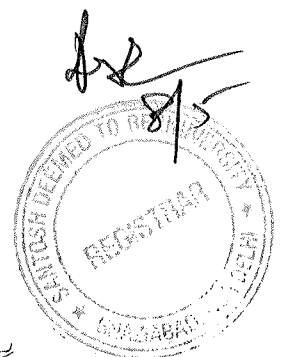
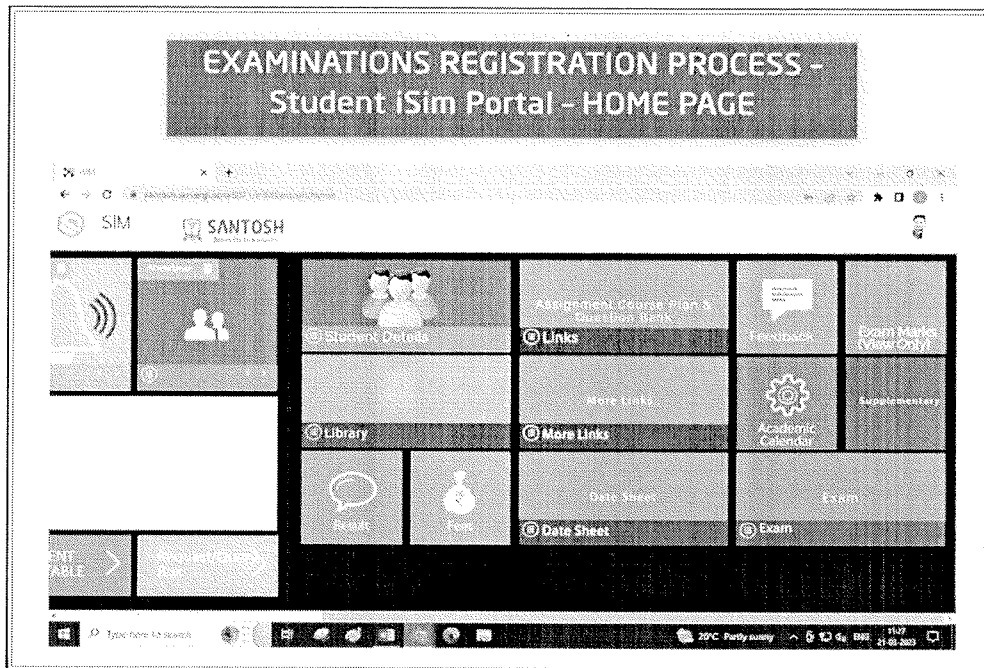
Advanced features help the staff to maintain financial records effectively and efficiently.



EXAMINATIONS REGISTRATION PROCESS - Student iSim Portal - HOME PAGE



EXAMINATIONS REGISTRATION PROCESS - Student iSim Portal - HOME PAGE



Student iSim Portal - Date Sheet

EXAM DATE SHEET
Exams Dates Sheet 2022-2023 Regular

Sl. No.	Exam Name	Exam Date	Exam Time	Exam Venue	Exam Mode	Exam Type	Exam Category
1	GENERAL ADMISSION	18/01/2023	10:00 AM	SRMIST	Online	Regular	General Admission
2	GENERAL ADMISSION (COUNSELLING) (MBA & BBA) (2022-23)	18/01/2023	10:00 AM	SRMIST	Online	Regular	General Admission
3	GENERAL ADMISSION (COUNSELLING) (MBA & BBA) (2022-23)	18/01/2023	10:00 AM	SRMIST	Online	Regular	General Admission

LEAVE APPLICATION

Leave Apply

App. ID	Emp. ID	Start Date	End Date	No. of Days	Leave Type	App. Time	App. From	App. To	Status	Time of Date
123456789	12345678	2023-01-01	2023-01-05	5	Sick Leave	10:00 AM	SRMIST	SRMIST	Approved	2023-01-01
123456789	12345678	2023-01-01	2023-01-05	5	Sick Leave	10:00 AM	SRMIST	SRMIST	Approved	2023-01-01
123456789	12345678	2023-01-01	2023-01-05	5	Sick Leave	10:00 AM	SRMIST	SRMIST	Approved	2023-01-01

