

E – GOVERNANCE REPORTS

2020 – 2021 & 2021 - 2022



**MAHARAJA SRIRAM CHANDRA BHANJA DEO UNIVERSITY
TAKATPUR, BARIPADA**

Annual e-governance Report 2020-2021

The university is proactive in promoting automation in the functioning of its various sections as part of the strategic plan formulated for achieving efficiency. In furtherance, e-governance has been implemented effectively through automation of administration, store and purchase, student admission and support, examinations and library.

Administration:

In order to ensure timebound, paperless and transparent system of administration the university introduced e-despatch for issuance of letters.

e-despatch

In the current year, till date 5315 letters have been despatched, 3634 during 2020; 1223 since its revival in September, 2019 have been despatched through e-despatch system.

However, since the inception of e-despatch in the university a total of 23441 and 16112 letters have been received and despatched respectively.

Finance

During the financial year 2020-21, all financial transactions amounted Rs.13054872.00 have been made using Public Finance Management System(PFMS) as prescribed by the Ministry of Finance and facilitated by NIC. Also Pay slip generation was automated.

Store & Purchase

Purchase of goods is done through government e-market place (GeM) which was introduced in 2019-2020. Till March 2021, orders worth Rs 1.07 crores have been placed through the GeM Portal.

Admission and Student Support

Eligible students apply, opt universities and subjects of their choice, pay requisite fee, receive admit cards, see results and finally take admission through Students Academic managementsystem(SAMS) since the inception of e-admission in academic year 2020-2021.

Library: RFID based Automation, aimed at reducing manpower, efficient shelf management and better inventory control of the books. The services provided

by the automation includes tagging, anti- theft detection, smart card printing, self-check in/out and shelf management. An Integrated Library Management Software (ILMS) SOUL 2.0 is being used for the library management.

Examination: Form fill up, payment, tabulation, publication of results, thesis presentation and viva voce, plagiarism checking are conducted online. During pandemic online examinations with a detailed SOP was conducted. On-time Graduation Reports (OTG) are published in the website.

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The university is proactive in promoting automation in the functioning of its various sections as part of the strategic plan formulated for achieving efficiency. In furtherance, e-governance has been implemented effectively through automation of administration, finance and accounts, store and purchase, student admission and support, examinations and library.

Administration:

In order to ensure time bound, paperless and transparent system of administration the university introduced e-Office for disposal of files and e-despatch for issuance of letters.

e-despatch

In the current year, till date 4037 letters have been despatched while in 2021, 5315 letters; 3634 during 2020; 1223 since its revival in September, 2019 have been despatched through e-despatch system.

However, since the inception of e-despatch in the university a total of 27478 and 18142 letters have been received and despatched respectively as of today.

e-office

e-office was launched in the year 2021 and so far 579 files have been created, 7697 files have been received and 5 of them are closed with average pendency of 3 days. Altogether 25 different sections are using the e-office system for their day to day functioning.

Finance and Accounts

Finance Automation

During the financial year 2022-23, 11 financial transactions amounting Rs 2872698/- have been made using Public Finance Management System(PFMS) as prescribed by the Ministry of Finance and facilitated by NIC.

The finance automation software provided by IDCOL Software Limited was funded by RUSA in the year 2021. The various features of the accounts office which have been automated by this software are –

- Payment of salary and pension
- GPF deduction and deposit

- Calculation of Income Tax
- Receipt and expenditure of funds
- Payment as per budget allocation
- Preparation of annual budget
- Preparation of Cash-books and voucher entry
- Generation of various of financial reports
- Reconciliation between cash-book and bank accounts
- Fund management
- Daily collection report
- Employee management
- NPS and old pension module
- OB entries

Store & Purchase

Purchase of goods is done through government e-market place (GeM) which was introduced in 2019-2020. Till date 258 orders worth Rs 2.16 crores have been placed through the Gem Portal.

Admission and Student Support

Eligible students apply, opt universities and subjects of their choice, pay requisite fee, receive admit cards, see results and finally take admission through Students Academic Management System(SAMS),since the inception of e-admission in academic year 2020-2021.

Library: RFID based Automation, aimed at reducing manpower, efficient shelf management and better inventory control of the books. The services provided by the automation includes tagging, anti- theft detection, smart card printing, selfcheck in/out and shelf management. An Integrated Library Management Software (ILMS) SOUL 2.0 is being used for the library management.

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