



OFFICE OF THE PRINCIPAL **BAOSI BANIKANTA KAKATI COLLEGE**

P.O. : NAGAON. DIST. : BARPETA (ASSAM) PIN - 781311

ACCREDITED "B++" GRADE BY NAAC (2ND CYCLE)

Affiliated to Gauhati University

Estd : 1971

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E-Governance Policy Document

This e-governance policy addresses the following key areas:

- Administration
- Finance and Accounts
- Examinations
- Library Services
- Student Admission and Support

Objectives:

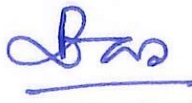
The primary objectives of this e-governance policy are to:

- Enhance operational efficiency
- Foster transparency in all college functions
- Establish a comprehensive digital library
- Streamline the student admission process

Policy Framework:

1. The College Website will serve as a central information hub, while the college automation software will provide a workspace and repository for all essential college operations.
2. The digital library will be fully automated through an Integrated Library Management System (ILMS) to optimize user accessibility and resource management.
3. The college's finance and accounting functions will gradually transition to an online platform, with teachers' salaries processed through finassam.com.
4. Student attendance will be recorded electronically via a portal seamlessly integrated with the college website.
5. The management of teachers' leave applications and approvals will be facilitated through an online portal available on the website.
6. The student admission process will be fully digitized, allowing for online applications and the completion of all necessary steps in a streamlined manner.

This policy aims to create a more efficient, transparent, and user-friendly environment for all stakeholders within the college community.


Principal
B.B.K. College
Nagaon (Barpeta)