

Date: -24-10-2017

### **E-GOVERNANCE**

An educational institution must have a Good E-Governance Policy, Good Governance Document, and Good Governance Initiatives to get recognized nationally and internationally. To sustain and to make its mark as one of the Institutes of Excellence among the HEIS of the country, the institute has developed a good E-Governance Document and has been implementing many good E-Governance initiatives. Governance is made inclusive, participatory, accountable and transparent for the smooth functioning of the system, Egovernance facilitates transparency, participation, provides speedy information, propagation, improves administrative efficiency and public services in all aspects of education.

### **Objectives:**

- To implement e-governance in several aspects of the institution
- To promote transparency and accountability
- To achieve paperless office administration
- To facilitate online internal and external communication among the various units of the institution
- To make information readily available



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#### **Policy:**

In order to deliver honest and efficient governance system within the institution egovernance must be followed in the following areas:

The plan is divided under diverse heads of service for ease of use. The operational areas are illustrative, and the organization reserves the right to include e-governance in areas not specified hereunder.

### Website:

The website must be functional and serve as a reflection of the institutional operations, with information about all activities, updates, and other important information readily accessible to visitors. The institution must have a service provider and web designer, inaddition a faculty member who manages IT affairs and a System Administrator will be incharge of website management.

#### **Student Admissions:**

The institution encourages online fee payments and Punjab National Bank is associated with the institution for the purpose.

#### Accounts:

Current personnel must be qualified and online financial transactions are to be made after taking appropriate security measures.

### Administration:

To provide a hassle-free, convenient, and cost-effective process, majority of the administration must be handled with the help of ICT-based technology. Internal communication with employees and students is to be done through WhatsApp Student Groups.



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### Library:

The institution has a rich library with more e-learning opportunities for the good of teachers and students. Similarly, newer e-learning materials, journals, must be subscribed to basing on the Library Committee's recommendations.

### **Examination**:

Examinations will be conducted in jumbling centre as per Andhra university rules & regulations. The College Examination ChiefSuperintendent Officer is responsible for overseeing the entire examination process and while conducting examinations, utmost secrecy and confidentiality shall be upheld, and work must be performed with great care and attentiveness.



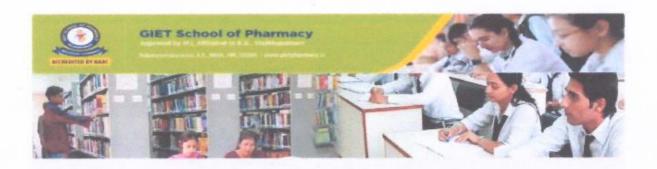
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rincipal. Principal. H.Pharm., Ph.D. HET SCHOOL OF PHARMACY, H. 16, Chaitanya Knowledge City. CAJAHMUNDRY-533 296: (AP)



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### **Screenshots of Administration**

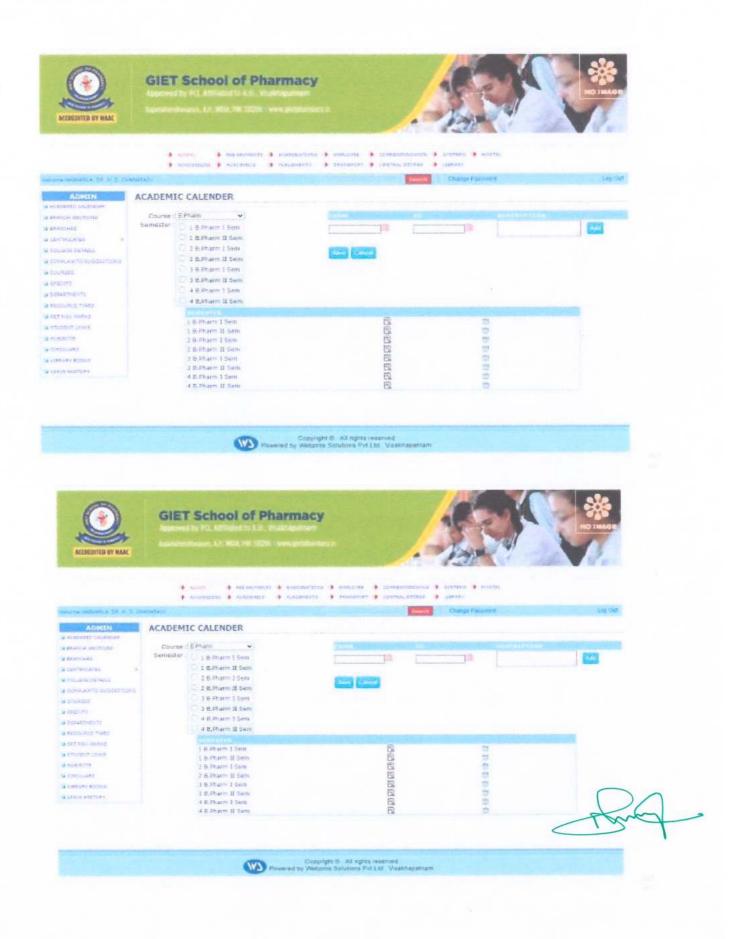








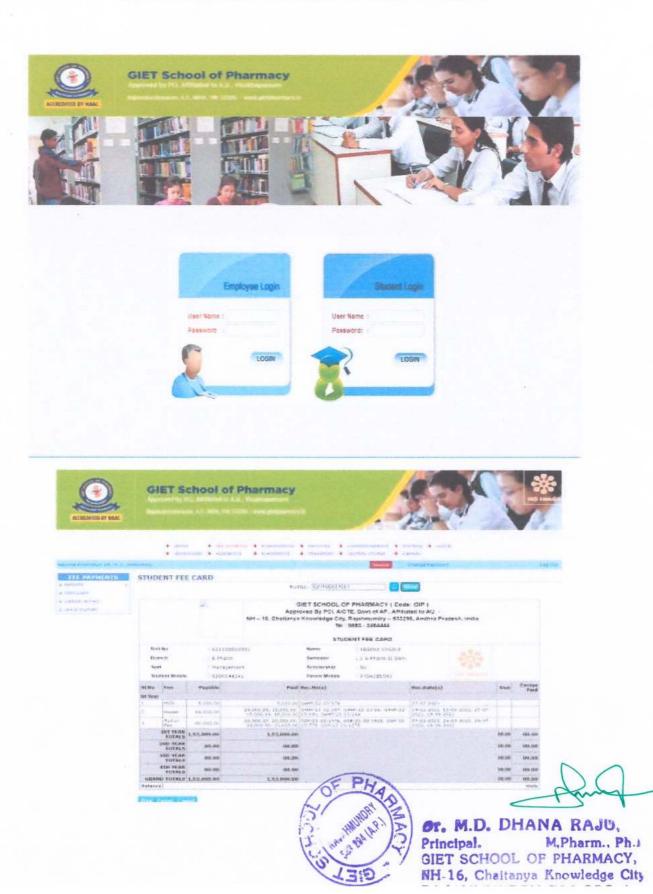
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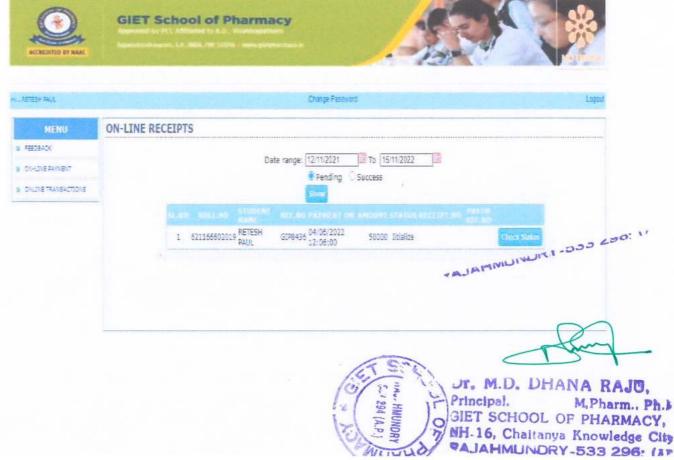
### **Screenshots of Finance & Accounts**





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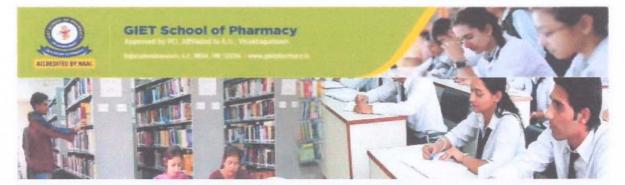


Dr. M.D. DHANA RAJU Principal. M.Pharm., Ph.\* 3IET SCHOOL OF PHARMACY, VH 16, Chaitanya Knowledge City RAJAHMUNDRY-533 296: (AF



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### **Screenshots of Admission**







Or. M.D. DHANA RAJO, M.Pharm., Ph. Principal. GIET SCHOOL OF PHARMACY, NH-16, Chaitanya Knowledge Cil AJAHMUNDRY-533 296: (1)



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### **Screenshots of Examination**





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OT. M.D. DHANA RAJU, M.Pharm., Ph: Principal. GIET SCHOOL OF PHARMACY NH-16, Chaitanya Knowledge City AJAHMUNDRY-533 296: (A)

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ree Thousand One Hundred Only	Total after Tax	1	₹	53,100.00		
Terms & Conditions         1. Payment to be made in favour of Webpros Solutions Pvt. Ltd.         2. Interest @18% will be charged if the bill is not paid within the stipulated time.         3. Goods once sold will not be taken back.         4. No Warranty for burn and physical damage.         5. All disputes subject to Visakhapatnam Jurisdiction only.         Company's Bank Details: Bank Name: HDFC BANK LTD         Current Account. No. 00502000018344         Branch Name: Dwarakanagar.			CUTIONA BY			
	ice & Factory: # 39-34-15/3, Ambedkar Colony, RTO Office, Near R & B, Muralinagar, Visakhapat 9866078889, 9705748149 Email:ravi@webprosin Name & Address: ri Institute of Engineering and Technology Chaitanya Knowledge City, undry, Andhra Pradesh 533296 TIN No.: ri Institute of Engineering and Technology Chaitanya Knowledge City, undry, Andhra Pradesh 533296 TIN No.: Description of Goods AMC Engineering college automation package Annual Maintainence Charges FEB 2023 To JAN 2024 1.GODAVARI INSTITUTE OF ENGINEERING & 2.GIET SCHOOL OF PHARMACY 3 GIET POLYTECHNIC COLLEGE 4.GIET POLYTECHNIC COLLEGE 5.GIET COLLEGE OF ENGINEERING 6.GIET DEGREE COLLEGE 5.GIET COLLEGE OF ENGINEERING 6.GIET DEGREE COLLEGE 5.GIET	ice & Factory: # 39-34-15/3, Ambedkar Colony, RTO Office, Near R & B, Muralinagar, Visakhapatnam - 530007 9866078889, 9705748149 Email:ravi@webprosindia.com Name & Address: ri Institute of Engineering and Technology Chaitanya Knowledge City, undry, Andhra Pradesh 533296 TIN No.: ri Institute of Engineering and Technology Chaitanya Knowledge City, undry, Andhra Pradesh 533296 TIN No.: Description of Goods AMC Engineering college automation package Annual Maintainence Charges FEB 2023 To JAN 2024 1.GODAVARI INSTITUTE OF ENGINEERING & TECHNOLOGY 2.GIET SCHOOL OF PHARMACY 3 GIET POLYTECHNIC COLLEGE 4.GIET ENGINEERING COLLEGE 5.GIET COLLEGE OF ENGINEERING 6.GIET DEGREE COLLEGE Madd: TAX @ Total after Tax Terms & Conditions Int to be made in favour of Webpros Solutions Pvt. Ltd. t @ 18% will be charged if the bill is not paid within the stipulated time. once sold will not be taken back. transhy for burn and physical damage. putes subject to Visakhapatnam Jurisdiction only. 's Bank Detalis: Bank Name: HDFC BANK LTD coount. No. 005000018344 ame: Dwarkanagar.	WEDPROS SOLUTIONS PV1. ETD:       Date:         Description of Goods       Date:         P.O. No:       P.O. No:         P.O. Date:       Supplier's Rei         Name & Address:       Dispatch dispatched it         ri Institute of Engineering and Technology       Dispatch dispatched it         Chaitanya Knowledge City,       Dispatch dispatched it         undry, Andhra Pradesh 533296       Dispatch dispatched it         TIN No.:       Destination:         ri Institute of Engineering and Technology       Dispatch dispatch dispatched it         Chaitanya Knowledge City,       Destination:         Institute of Engineering and Technology       Destination:         Chaitanya Knowledge City,       Destination:         Institute of Engineering and Technology       Terms of Deli         Chaitanya Knowledge City,       Destination:         Undry, Andhra Pradesh 533296       Contact Perse         Contact No:       Description of Goods       Qity         MC       Description of Goods       Qity         Engineering college automation package       1       1         Annual Maintainence Charges       Fer       1         FEB 2023 To JAN 2024       Add: TAX @       SiGET POLYTECHNIC COLLEGE       4.GIET ENGINEERING 6.GIET DEGREE COLLEGE       <	WEBPROS SOUTIONS PY (110).       Date:       10-01-2023         Date:       10-01-2023         P.O. No:       Verbal         P.O. Date:       Supplier's Ref. No:         Supplier's Ref. No:       Dispatched Through:         Dispatch Date:       Dispatch No:         Dispatch No:       Destination:         TIN No.:       Destination:         Packing Details:       Terms of Delivery:         Contact No:       Contact No:         Unit Rate       Nos         Amc       Nos         Regineering college automation package       1         Annual Maintainence Charges       1         FEB 2023 To JAN 2024       1         I.GODAVRI INSTITUTE OF ENGINEERING & TECHNOLOGY       1         Soliet POLYTECHNIC COLLEGE       Add: TAX @         I @ Terms & Conditions       I         I @ Soliet TOLYTECHNIC COLLEGE       I         Soliet TOLEGE OF ENGINEERING       For Webpros Solutions Pvt. Ltd.         I @ Bit POLYTECHNIC COL		



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Dr. M.D.DHANA RAJU Principal M.Pharm.,Ph.D GIET SCHOOL OF PHARMACY IH-16, Chaitanya Knowledge City RAJAHMUNDRY-533 296 (AF

(W)	WEBPROS SOLUTIONS PVT. LTD.		Invoice No: WS1136				
Behind F	ce & Factory: # 39-34-15/3, Ambedkar Colony, RTO Office, Near R & B, Muralinagar, Visakhapatnam		Date:	24/02/2022			
Mobile: 9	06769 07555, 9705748149 Email:ravi@webprosindia	a.com	P.O. No:	Verbal			
			P.O. Date:				
			Supplier's Ref.	No:			
Buyer's I	Name & Address:	Dispatched Th	rough:				
	<b>i Institute of Engineering and Technology</b> Chaitanya Knowledge City,	Dispatch No:					
	indry, Andhra Pradesh 533296						
			Dispatch Date:				
Buyer's 7	ΓIN No.:		Destination:				
Ship to:			Dealize Datail				
Godavar	ri Institute of Engineering and Technology		Packing Detail Terms of Deliv				
	Chaitanya Knowledge City,		Contact Perso				
	indry, Andhra Pradesh 533296		Contact No:		and the second se		
riajannia	ndiy, Anonia Hadesh 666256		Terms of Payn	ient			
- · ·							
Buyer's			Qty	Unit Rate	Amount		
SI. No.	Description of Goods		Nos	₹	₹		
	Annual Maintenance for ECAP SOFTWARE for the period of FEB 2022 to JAN 2023 1.GODAVARI INSTITUTE OF ENGINEERING & TE 2.GIET SCHOOL OF PHARMACY 3 GIET POLYTECHNIC COLLEGE 4.GIET ENGINEERING COLLEGE 5.GIET COLLEGE OF ENGINEERING 6.GIET DEGREE COLLEGE	ECHNOLOGY	1	45000	45,000.00		
In words		Total before tax GST		18%	45,000.00 8,100.00		
Fifty Thr	ree Thousand One Hundred Only	Total after Tax	1		₹ 53,100.00		
2. Interest 3. Goods 4. No Wa	Terms & Conditions nt to be made in favour of Webpros Solutions Pvt. Ltd. t @18% will be charged if the bill is not paid within the stips once sold will not be taken back. rranty for burn and physical damage. butes subject to Visakhapatnam Jurisdiction only.	Ø Pri 31	(A	ANA RAJ M.Pharm OF PHARM	atory)		

### **INVOICE**

1	141		Invo	oice No.: WS 40	7
1	Flat No. 303, K.M.Towers, Opp. Timpany Sci	hool Main	Date: 27th	n April, 2016	
	Gate, C.B.M.Compound, Visakhapatnam – Ph: 0891 - 3097980, Mob.: +91 96769 0 Email:ravi@webprosindia.com		P.O. No.		
	COMPANY'S TIN No.: 282543396	75	Date:4 <sup>TH</sup>	April, 2016	
CONS	IGNEE NAME & ADDRESS:-		Dispatch	Through:	
			Dispatch	No	
	VARI INSTITUTE OF ENGINEERING TECHN	OLOGY	Dispatch		
RAJAH	IMUNDRY				
			Destination Terms of	on: Payment:	
			Terms or	r dynient.	
SI.No.	DESCRIPTION OF GOODS	QTY	RATE	AMOUN	т
			₹	₹	
				-	
1	Engineering college automation package Installation and configuration charges				
	Towards 3 releases	3	74000	222000	00
2	Giet school of pharmacy software installation	1 1	49000	49000	00
3	Giet polytechnic college software instalation	1	49000	49000	00
TOTAL	In words: Three lakhs twenty th	ousands only			
TOTAL	AMOUNT			₹3,20000	00
	TERMS & CONDITIONS				
	TERMS & CONDITIONS	- NY 6515 (A)	or WEBPROS S	SOLUTIONS (P)	LID
1. 2.	Payment to be made in favour of Webpros Solutions P Interest @18% will be charged if the bill is not paid withi	vt. Ltd.	Tal	019	
100	stipulated time.		(13°)	ISTO SASI	
3.	Goods once sold will not be taken back.		Cool 1	* 55	

Goods once sold will not be taken back.
 All disputes subject to Visakhapatnam Jurisdiction only.



or. M.D. DHANA RAJO, Principal. M.Pharm., Ph.D. GIET SCHOOL OF PHARMACY, GH-16, Chaitanya Knowledge City PA IAHMUNDRY-533 296: (AP

(Authorised Signatory)