

SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai
• Accredited by NAAC (2019-24) & NBA(2022-25))

ANNUAL E-GOVERNANCE REPORT (2022-2023)

(Presented for Approval of Governing Council)

E-Governance involves the utilization of information and communication technologies (ICT) within organizations to enhance user services, improve operational efficiency, and uphold democratic values. It serves as a platform for the efficient, transparent, and timely delivery of services to all stakeholders. The fundamental aim of e-governance is to instill transparency and efficiency in organizational operations, driven by the escalating demands of the information age. Key factors supporting this concept include rapid and cost-effective communication, convenience, transparency, accountability, improved customer services, and enhanced access to information.

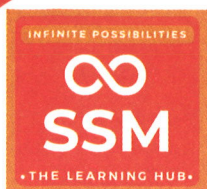
SSM Institute of Engineering and Technology in Dindigul is actively embracing the latest applications of e-governance, with various functions being performed digitally through the internet. The College keeps its online Management Information System (MIS) and other data formats up-to-date. The enthusiastic adoption of digital technology by the human resource has bolstered the prospects of e-governance in various operational areas.

Planning and Development

Official communications related to planning and development are conducted online using emails, Management Information System (MIS) modules, and messages. Proposals for infrastructure development, research and development projects, seminars and workshops, as well as various grants and scholarships, are prepared and submitted online through a participative management system to relevant organizations, including the state government. Sanctions are obtained through the same digital mode. Budget allocations for various schemes, including research projects, are processed digitally through net banking and other online methods. Various MIS modules play a crucial role in facilitating data and information transfer between the College and the higher education department.

The following key organizational tasks are performed online:

- Utilizing various web-based MIS modules.
- Communicating with government and other agencies through emails.



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- Proactively disclosing continuous information on the College's web page.
- Implementing large-scale computerization.
- Conducting computer awareness programs for teachers and students.
- Managing the e-library.
- Undertaking various functions as part of the e-governance scheme.

In addition to maintaining up-to-date online MIS and other data formats, and ensuring the accuracy of the College's hardware and software inventory.

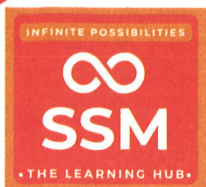
At the institutional level, a dedicated WhatsApp Group has been established, along with separate groups in each academic department, to facilitate the sharing of orders, information, directions, and discussions on a common platform.

Administration

The College administration has taken significant strides towards a paperless administration, conducting almost all communications with higher authorities online through emails and other digital formats.

Key institutional tasks performed online as part of the e-governance program include:

- Developing ICT-based infrastructure in the College.
- Processing applications, including transfer applications and online leave management, through the IFMIS module.
- Implementing a Wi-Fi campus and biometric attendance system.
- Fully computerizing office and academic departments.
- Organizing seminars, workshops, and training sessions on digital literacy.
- Conducting computer awareness programs for students.
- Managing e-resources in the central library and departmental libraries.
- Ensuring the availability and monitoring of LAN/RF/internet connections.



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- Issuing salary slips.
- Facilitating salary payments to employees through net banking. Managing the College website (www.ssmiet.ac.in).
- Facilitating cashless transactions and payments. Handling numerous other assignments.
- A dedicated WhatsApp Group has been established for sharing orders, information, directions, vital announcements, and notices with employees.

Finance and Accounts

As a fundamental element of the e-governance concept and in accordance with government directives, all financial transactions have transitioned to a cashless system. Employee salaries, including examination remunerations, are predominantly paid online through NEFT/RTGS, with cheques being a rare exception.

Furthermore, to uphold transparency and financial accountability, the payment of scholarships and all procurement transactions is mandated to be cashless.

- Highlighted below are some of the primary digital tasks carried out at the College level:
- Online payment of examination and admission fees.
- Payroll preparation and management of various scholarship schemes.
- Execution of all payments, including staff salaries.
- Disbursement of salary slips and accounting for GPF.
- Active disclosure of budgetary and financial data on the College's web page.
- Management of College accounts, along with various other necessary functions.
- All accounts are meticulously maintained in nationalized banks, with the College maintaining proper ledgers to ensure accurate financial records.

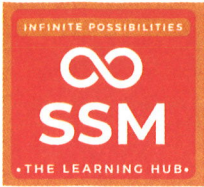
Students Support Systems and Examination

Institutional responsibilities related to online admissions for various courses and classes are efficiently managed by a qualified and skilled staff, ensuring transparent and merit-based processes. The online admission and support activities encompass the following:

 0451 - 2448800-2448899  0451 - 2448855

 Dindigul - Palani Highway, Dindigul - 624 002.

 ssmietdgl@gmail.com



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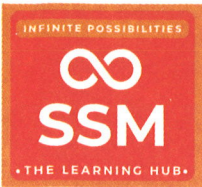
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- Administration of different scholarship schemes for students.
- Disclosure of student-centric information, data, and materials on the College's website.
- Implementation of a Wi-Fi campus and the availability of internet/e-resources in the library.
- Implementation of computer-based programs/courses.
- Conducting computer awareness and digital literacy programs for students.
- Implementing ICT-based teaching in smart classrooms.

These digital functions are executed online through the internet, leveraging the support of the ICT-based infrastructure available at the College. The College exam cell is fully computerized, responsible for conducting exams, maintaining curricula, and publishing internal marks online for various courses/programs offered by Anna University. These features align with the principles of e-governance, aiming to enhance reliability and efficiency in the system, ultimately improving the quality of education.

Screen Shots of User Interfaces

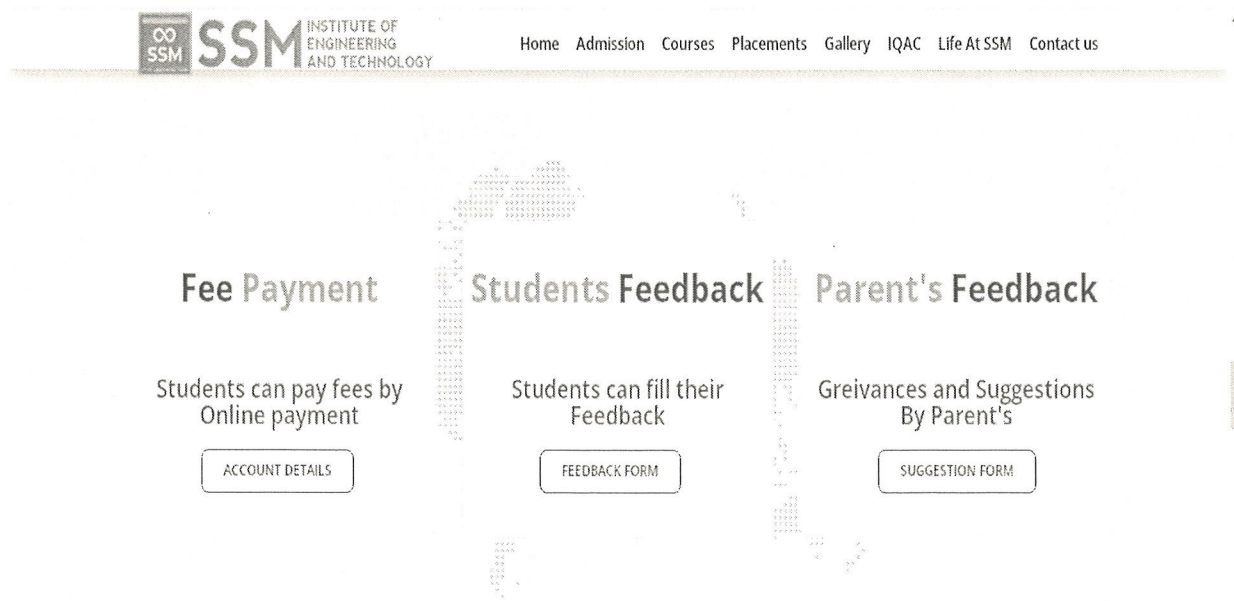
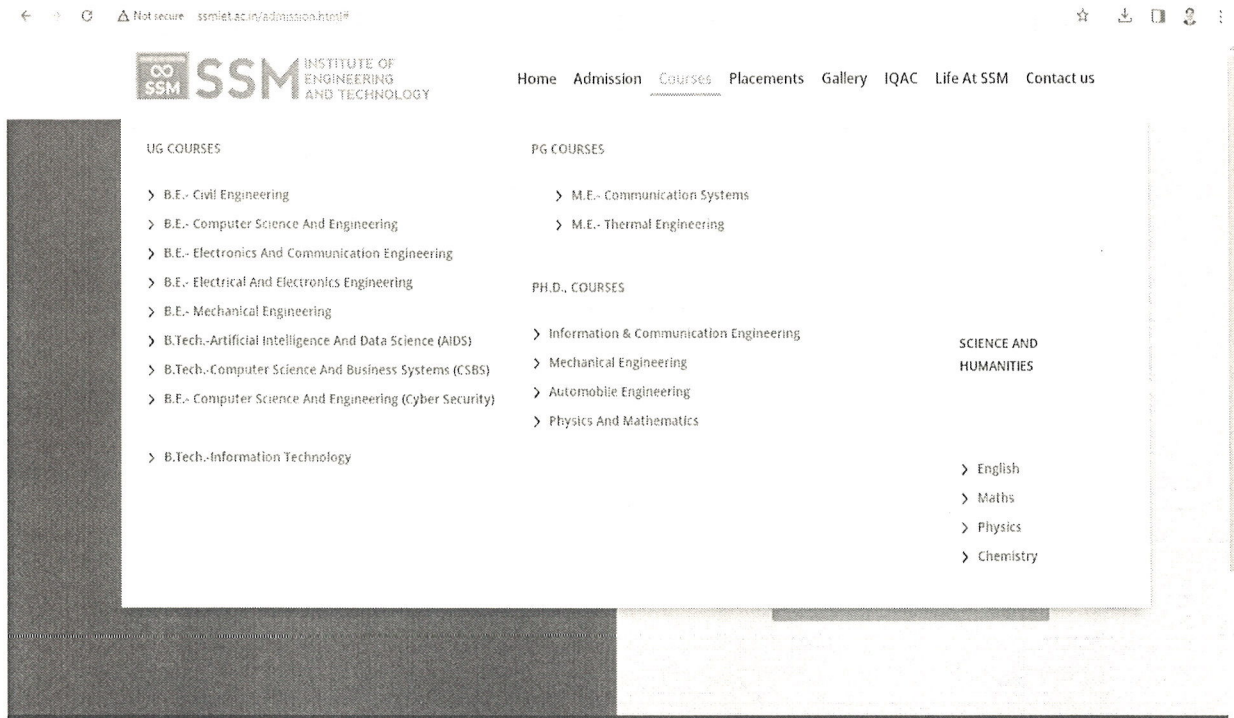
Staff members and students frequently utilize various user-friendly interfaces to access IT-based services. The significance of appreciating these e-governance technologies is immense, contributing to accuracy, time efficiency, and cost-effectiveness. These IT-based services not only promote transparency in the working system but also enhance overall efficiency. Below are some interfaces that have seamlessly integrated into our system as essential components.

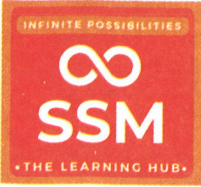


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College Website






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Employee Salary Report

Prime Payroll Welcome Banu
Logged at : 24/11/2023 12:12
SSMIET


Payroll 

Configuration Time Management Leave Attendance Payroll Process Queries Reports Resign & Rejoin

Muster Day Status

Unit	SSM Institute of Engineering & Technology		
Category	Teaching		
Employee			
Agent			
Department	All		
Department Group	All	Sex	All
Employee Type	All		
Employee Group	All		
Year Month or Period	<input checked="" type="radio"/> Year & Month <input type="radio"/> Period		
Year	2023	Month	Nov
Period			
Work Center	All		
PF Applicable	All	Based On	Employee
Status	Active		

Prime Payroll Welcome Banu,
Logged at : 24/11/2023 12:12
SSMIET

Payroll 

Configuration Time Management Leave Attendance Payroll Process Queries Reports Resign & Rejoin

Pay Slip

Unit	SSM Institute of Engineering & Technology			Category	Teaching			
Year	2023			Month	Oct			
Salary Type	Monthly			Year Month Group	20231001			
Status	Active			Employee Type	All	<input type="checkbox"/> Grouping	<input type="checkbox"/> Hide Wages	<input type="checkbox"/> OT Hours/8
Salary Paid by	All			Department	All			<input type="checkbox"/> Payslip Twice
Work Center	All			PF Applicable	All			
Net Pay	Greater than Zero			Payslip Print Date	24/11/2023			
Format	PDF			Employee				

Sl.	Employee Code	Name	Net Pay	<input type="checkbox"/> Sel.
1	1100016	Dr.K.Sudha	31278.00	<input type="checkbox"/>
2	1100042	Dr.M.Rameswari	49740.00	<input type="checkbox"/>
3	1100043	DR R SATHEESH BABU	40134.00	<input type="checkbox"/>
4	1100066	V.P.Jay Fantin	38258.00	<input type="checkbox"/>

(Handwritten Signature)



Member Secretary & Principal
Dr.D.SENTHIL KUMARAN, M.E., Ph.D., (NUS)
Principal
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Kuttathupattu Village, Sindalagundu (Po),
Palani Road, Dindigul 624 002

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