



**GOVT. COLLEGE FOR WOMEN
GANDHI NAGAR, JAMMU**

KEY INDICATOR-6.2.2

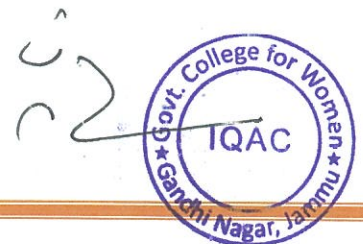
ANNUAL E GOVERNANCE REPORT

OF

NAAC CRITERION-VI

2018-23

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GOVT. COLLEGE FOR WOMEN GANDHI NAGAR, JAMMU

Constituent College of Cluster University of Jammu

E-mail: principal@gcwqandhinagar.com

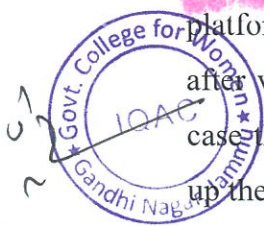
REPORT ON
INSTITUTIONAL E-GOVERNANCE

Govt. College for Women, Gandhi Nagar, Jammu recognizes the importance of embracing digital alternatives in order to create an environment that fosters a culture of sustainability, innovation, and efficiency. The institutional e- governance efforts aligns with the broader goals and objectives of the government. It aims at allocating the resources efficiently, thus, ensuring that the various funds, personnel and technology are directed towards projects that have the greatest impact on improving institutional services and processes. It ensures effective communication and collaboration between various stake holders which is essential for the success of e-governance initiatives. The college employs various measures to minimize paper usage by adopting various new digital alternatives for the welfare of faculty, staff and students. The e-Governance initiatives adopted by the college includes:

JKHRMS: All the employees of the college are registered on the JK HRMS portal. JK Human Resource Management System (JKHRMS) is a portal wherein all JK Govt. employees have an employee login through which they can regularly update their data. The portal is launched to encompass various dimensions of HRMS and it will also help the JK Government to monitor employees working in various departments. It is a unified platform for access to salary slip, GP fund, Income Tax Statement, SLI subscription etc. JKHRMS is a web based solution which provides an easy access to other employees related services like Employee Performance Monitoring (EPM) and Property Return System (PRS) on a single platform. The employees can register themselves on JKHRMS through their CPIS number after which they will be able to check their basic as well as other service related details. In case the employee related information is not updated or incorrect, the employee have to fill up the requisite 'correction form' which is available on the JKHRMS dashboard and then it is send to the DDO for approval. The DDO (Principal) ensures that the information of all employees under their control is regularly updated and verified as per the service record of the employee. Thus, it is ensured that all employee related matters are handled in a **NO-PAPER MODE** using JKHRMS Portal.

JK SPARROW: The Employee Annual Performance Report is regularly uploaded on JK SPARROW Portal. The Smart Performance Appraisal Report Recording Online Window (SPARROW) is implemented by the JK E-Governance Agency, Information Technology

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Mobile: 094191 – 02359

OFFICE OF THE PRINCIPAL

Tele & Fax – 0191



GOVT. COLLEGE FOR WOMEN GANDHII NAGAR, JAMMU

Constituent College of Cluster University of Jammu

E-mail: principal@gcwqandhinagar.com

department in collaboration with National Informatics Centre and the General Administration Department. The SPARROW system not only ensures that there is no delay in the processing of the manual recording of APR's but also facilitates the electronic filing through a user-friendly interface-anywhere-anytime. DDO (Principal) of the institution acts as a Reporting Officer. The APR would move from Reporting Officer to Reviewing Officer and finally to the Accepting Authority in a time bound and seamless manner. Again, ensuring that the employee appraisal is ensured in a **DIGITAL MANNER**.

JK SAMARTH E-GOV: The allocation of seats to students for UG admission programmes in different colleges is implemented through JK Samarth Portal. The admission committee members as well as students seeking admissions are required to register themselves on the Samarth. JK Higher Education Department has appointed Nodal Officers in various colleges for successful implementation of e-Samarth. Samarth is robust customised software which has over 40 applications under nine modules. The modules namely Data Management, Employee Services, Campus Services, Finance, Admission, Recruitment, University facility, Academics and Governance encompass all academic and Administrative affairs of an Institute. Again **PAPERLESS MODE**.

COLLEGE E MAIL IDS, DEPARTMENTAL IDS, WATSAPP GROUPS: The importance of efficient communication within a college is ensured through the creation of a college emails ids, departmental email id's and various whatsapp groups which is used for communication, announcements, notifications and document sharing. The emails are a primary means of digital communication within as well as between the college and the JK Higher Education Department. This helps in ensuring the streamlined administrative processes within college. Various administrative departments, like the office and student services, use email for inquiries, document submission and scheduling. The feedback from users, important notices, academic and administrative duties are also disbursed through mails and whatsapp groups of college which further ensures efficiency along with **NO PAPER USAGE**.

JK PAYSYS: The salaries of the employees are prepared through JK PAYSYS. **JK Payment System (Pay Manager)** provides the common and integrated platform for DDO's to prepare all types of bills for booking of expenditures. It is a **Pay bill preparation system** which is meant for the employees of the Government of Jammu and Kashmir. It provides facilities not





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Tele & Fax – 0191



GOVT. COLLEGE FOR WOMEN GANDHI NAGAR, JAMMU

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only for Pay Bill preparation but also preparation of DA Arrear, Bonus, Arrear and Leave Encashment Bills. Again **NO PAPER USAGE**.

GOVERNMENT E-MARKET (GEM): The college uses online GEM portal service for all the purchases which is a completely **paperless**, cashless and system driven. E-market place enables procurement of common use goods and services with transparency and minimal human interface. GeM is dynamic, self sustaining and user friendly portal for making procurement by Government officers in different institutions. Government e-Marketplace (GeM - gem.gov.in) is an initiative of the Government with the aim to transform the way in which procurement of goods and services is done by the Government Ministries and Departments, Public Sector Undertakings and other apex autonomous bodies of the Central Government.

ADMISSION: The entire process of admission of the students to B.A./B.Sc./BCA/B.Com./BBA/HomeScience is online, making it student friendly, transparent and hassle free. The eligible students, desirous of seeking admission in various courses are required to go through the guidelines, contained in online brochure on the college websites. All the important information is regularly updated on the college admission portal. Also, students can submit their grievances online by filling a Google form available on the college website. Grievance platform ensures a time-bound mechanism for redressal of the grievances. Online feedback form facilities for alumni, students, parents etc are also available on the college portal. Thus, admission process again ensures **PAPERLESS MODE**.

EXAMINATION: All the important examinations related information is displayed through College examination portal. The assessment marks (Major/Minor) are regularly updated on the portal in time bound manner. Each department has its own departmental I'd and password through which assessment status is uploaded on the portal. Thus, it ensures **PAPERLESS MODE**.

To Conclude, the various institutional e-governance strategies emphasise transparency in institutional operations and accountability for achieving goals, which is a fundamental principle of good governance.

Principal
PSPS Govt. College for Women
Gandhi Nagar, Jammu





**GOVT. COLLEGE FOR WOMEN
GANDHI NAGAR, JAMMU**

KEY INDICATOR-6.2.2.

**INSTITUTIONAL IMPLEMENTATION OF E-
GOVERNANCE**

OF

NAAC CRITERION-6

**GOVERNANCE, LEADERSHIP AND
MANAGEMENT**

2018-23





Mobile: 094191 – 02359

OFFICE OF THE PRINCIPAL

Tele & Fax – 0191 – 2435158

GOVT. COLLEGE FOR WOMEN GANDHI NAGAR, JAMMU

Constituent College of Cluster University of Jammu

E-mail: principal@qcgwandinagar.com



SCREENSHOTS: INSTITUTIONAL IMPLEMENTATION OF E-GOVERNANCE

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JK HRMS (JAMMU AND KASHMIR HUMAN RESOURCE MANAGEMENT SYSTEM)



DDO Information

Close

DDO/Agcode	GNJHED00C1	Field Code	Higher Education Department
Department	Higher Education Department	DDO Name	Mirru Mahajan
DDO Designation	PRINCIPAL, GOVT COLLEGE FOR WOMEN, GANDHI NAGAR, JAM	DDO District	JAMMU
Tan Number	AMRG11858A	Bank Name	Jammu and Kashmir Bank Ltd
Account Number	0077040000001406	Non Gazetted (As per sanction strength)	57
		Total Employee (As per sanction strength)	158

Mobile No: (Note: You will receive OTP on this number while verifying employee data. So be care full while updating mobile number once updated not changeable easily.)

New Covid-19 Variant BA.2.86 Or Piroda: Know The Symptoms

Refresh

D



Employee Performance Monitoring Portal (EPM)
Government of Jammu and Kashmir



EMPLOYEE DETAILS

Name : SURAJ MOHANI JAMWAL

CPIS ID : HGREDU00280029

Designation : Asstt. Pro. Sociology

Mobile No : 7006041829

email ID : mohanijamwal@gmail.com

Department : Higher Education Department

**Office : PRINCIPAL, GOVT COLLEGE FOR
WOMEN, GANDHI NAGAR, JAMMU**

↻ Sync

REPORTING OFFICER DETAILS

Name : MINU MAHAJAN

CPIS ID : GNJHED00010193

Designation : Principal

Mobile No : 9419229990

email ID : meenu1864@gmail.com

Department : Higher Education Department

**Office : PRINCIPAL, GOVT COLLEGE FOR
WOMEN, GANDHI NAGAR, JAMMU**

✎
Update

2

Minu Mahajan , Principal (Padma Shri Pad...

Employee Account for Minu Mahajan

Switch

Continue



3



Sparrow screenshot

1 message

From: pardeep.singh@surajmohani.com
To: pardeep.singh@gmail.com

Tue, 12 Sept 2023 at 7:27 am

eoffice
AN OFFICE WORKPLACE SOLUTION

BACK TO UNIFIED SPARROW SWITCH SERVICE

About Help N/A SURAJ MOHANI JANIVAL

Smart Performance Appraisal Report Recording Online Window (SPARROW)

Standard Representation Marked Unmarked **Crafted**

WOR Working LEV Leave NRC NRC TRA Training

My PAR(1) Assess PAR(0) Delegated PAR(0)

Search:

Copy PDF CSV


S.No	PAR ID	Status	Form Type	Received On	Sent By	Sent Date	Current Stage
1	E	WOR	2022- 01062024 KAS-SING...	31/03/2023	PARDEEP...	31/03/2023	Officer Di.

PSPS GOVT. COLLEGE FOR WOMEN, GANDHINAGAR, JAMMU

Departmental Email id's

S.NO	DEPARTMENT	EMAIL- ID
1.	Botany	botanyhodgcw@gmail.com
2.	Biochemistry	hodbiochemistrygcw@gmail.com
3.	Biotechnology	hodbiotechnologygcw@gmail.com
4.	Chemistry	hodchemgcw@gmail.com
5.	Commerce	departmentcommerce2021@gmail.com
6.	Computer Science	hodca2017@gmail.com
7.	Dogri	hoddogrigcw@gmail.com
8.	Economics	deptofeconomics70@gmail.com
9.	Education	hodedugcw@gmail.com
10.	English	hodenglishgcw@gmail.com
11.	EVS	hodevsgcw@gmail.com
12.	Food Science	hodfoodscience@gmail.com
13.	Geography	geography.gcwgn@gmail.com
14.	Hindi	hindideptgcw@gmail.com
15.	History	departmenthistory@gmail.com
16.	Home Science	hodhsc1974@gmail.com
17.	Library Sciences	gcwlibrarian81@gmail.com
18.	Mathematics	hodmathsgcw@gmail.com
19.	Music	hodmusicgcw@gmail.com

20.	Philosophy	hodphilogcw@gmail.com
21.	Physics	gcwphysicsdepartment2022@gmail.com
22.	Political Science	polscgcw@gmail.com
23.	Psychology	psychology.gcwgn@gmail.com
24.	Punjabi	hodpuniabigcw@gmail.com
25.	Sanskrit	hodsktgcw@gmail.com
26.	Social Work	socialworkgcw@gmail.com
27.	Sociology	hodsociologygcwgn@gmail.com
28.	Sports	hodsportsgcw@gmail.com
29.	Statistics	departmentofstatistics44@gmail.com
30.	Urdu	hodurdugcw@gmail.com
31.	Zoology	hodzoologygcw@gmail.com


Principal
Padma Shri Padma Sachdev
Govt. College for Women
Gandhi Nagar
Jammu (J&K)










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- 🕒 Snoozed
- ▶ Sent
- 📧 Drafts
- ⌵ More

Labels

- 
hodsociology gcwgn
26° 0' 33"
- 
Respected Ma'am With due regards, this is t... 28 Jun 2023, 14:58
- 
Principal GCW Gandhinagar <principalpspgcw@gmail... 1 Jul 2023, 01:05
- to me
- Ok, approved.
- ...
- 
hodsociology gcwgn
1 Jul 2023, 22:49
- Thank you
- 
hodsociology gcwgn <hodsociologygcwgn@gmail.com> 6 Jul 2023, 13:02
- to Principal
- ...

Principal GCW Gandhinagar

Contact details

✉ principalpspgcw@gmail.c...

📞 Add phone

Recent Interactions

Re: Requirement of ~~admission~~...

6 Jul

+ Save contact

34°C Very hot weather

Search



6

Contacts

Create contact

Contacts

Frequent

Other contacts

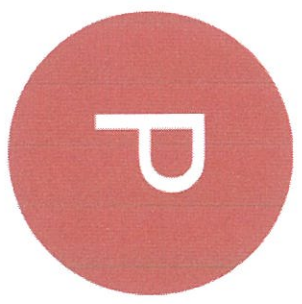
Fix and manage

Merge and fix

Import

Bin

Labels



Principal GCW Gandhinagar

+ Label



Contact details

✉ principalpspgcw@gmail.com

Recent interactions

Re: Requirement of an ~~admission~~ ~~admission~~ 6 Jul

History

Last edited • 1 Jul



Search



ENG IN



15:18 01-09-2023

Handwritten mark: 7



Official GCW Gandhi Nagar

Group · 106 participants



call



search



Media, Links, and Docs

693 >



Starred Messages

None >



Mute

No >



Save to Camera Roll

Default



Encryption

Messages and calls are end-to-end encrypted. Tap to learn more.



Chat Lock

Off >

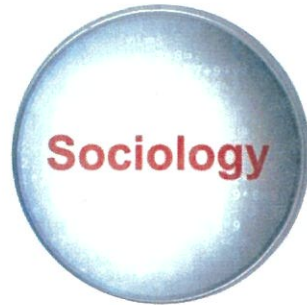
106 Participants



You

Education is a powerful tool. It keeps u ahead

8



Sociology Department

Group · 4 participants



audio



video



search

Add Group Description



Media, Links, and Docs

33 >



Starred Messages

None >



Mute

No >



Save to Camera Roll

Default



Encryption

Messages and calls are end-to-end encrypted. Tap to learn more.



Disappearing Messages

Off >



Group Settings



99



PAYMENT SYSTEM (PaySys)

Government Of Jammu & Kashmir



Principal (Maker) (GNJHED0001)

Dashboard

Masters

Bill Processing

Reports

Fetch

Schedules

Logout

Quick Links

- Employee Age Above 60 Years But Still Active
- Salary Nos. Bill Mapping Report
- Account Details
- Check BB Status
- Rejected/ Objected Bills
- Invalid Account Numbers
- Invalid Temporary Employee Account Numbers
- Invalid Tran Numbers
- (View/Edit) Third Party Detail
- List of S. banned Accounts/Numbers/Branch

Bill Status

- Bills Forwarded to Checker - 4
- Bills Rejected by Checker - 1
- Bills Forwarded For Payment - 22
- Bills Rejected by Payment System - 1
- Bills Paid Successfully - 60

Profile Updation

- Reset Password
- DDO Details

References

- Video tutorials on PaySys
- Download PaySys Mobile App (Men/Women)

Notifications

- Corrections/modifications in respect of employees data in Centralized Personal Information System (CPIS) [NEW](#)
- Child Education Allowance Manual [NEW](#)
- Manual for Court Settlements/Disputed Cases [NEW](#)
- How to create e-challan by P&D [NEW](#)
- Works Bill Flow [NEW](#)
- Budget Rectification

- All the DDOs are requested to update GST Number from 'DDO Details' link under 'Masters' menu in Checker Dashboard. [NEW](#)
- In order to ensure the successful transactions from the treasuries, the DDOs are advised to confirm the correctness of the Bank Account Number and if SC code of the Employees/Contractors/Suppliers/Other beneficiaries while preparing the bills.
- All the DDOs are requested to update Employee PAN No. Otherwise they will not be able to generate their Salary Bill.
- Fetch CPIS Data from 'Fetch CPIS Data' link in 'Fetch' Menu in Maker.

Designed And Developed By National Informatics Centre

10



All Categories



NOTIFICATIONS

Organisation Address

Payment Method

Bank Account Detail

Personal Information

Forward Auction Bank Account details

Referral Verification

Update Mobile

Organisation Hierarchy

Change Email

Change Password

Not Minu?

My Team



Primary User to create team Buyer, consignee, DDO & PAO.

Deactivate Account



All the transactions will be transferred to the New HOD

ORGANISATION DETAILS

Organisation Type : State Government

State : JAMMU & KASHMIR

Department : Higher Education Department Jammu and Kashmir

Organisation : Government College for Women Gandhi Nagar

Office/Zone : Principal office

To change your organisation hierarchy please click here

CHANGE ORGANISATION HIERARCHY

WEB INFO

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Website Policies

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Sitemap

Web Information Manager



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 Ask GeMmy

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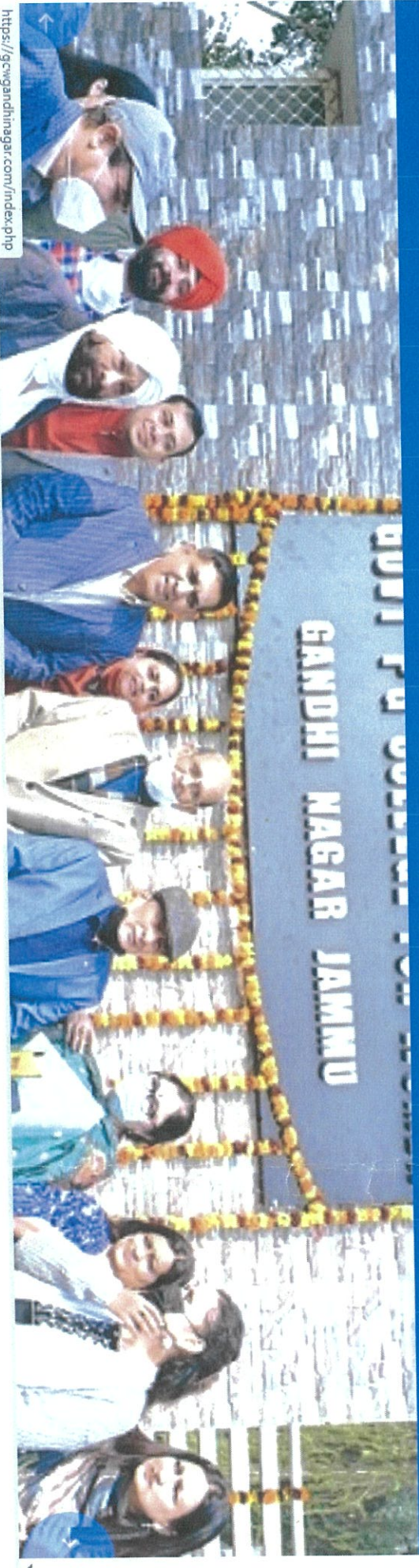


گورنمنٹ کالج برائے خواتین،
گاندھی نگر، جموں

GOVERNMENT COLLEGE FOR WOMEN, GANDHI NAGAR, JAMMU

(A CONSTITUENT COLLEGE OF CLUSTER UNIVERSITY OF JAMMU)

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<https://gcw.gandhinagar.com/index.php>

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- CONTACT

Admission

HOME > ADMISSION

The date of admission to U.G Courses/pg/U.G honours(Merit or Entrance based) courses in the college shall be notified in accordance with the directives issued by the Cluster University of Jammu, Jammu.

The entire process of admission of the students to B.A./B.Sc./ BCA/B.Com./BBA/Home Science Semester-I is online, making it student friendly, transparent and hassle free. The eligible students, desirous of seeking admission to B.A./B.Sc./ BCA/B.Com./BBA/Home Science Semester-I are required to go through the guidelines, contained in online brochure for following the online admission process.

4

राजकीय महिला महाविद्यालय
गांधी नगर, जम्मू



GOVERNMENT COLLEGE FOR WOMEN, GANDHI NAGAR, JAMMU
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Academic Calendar

HOME > ACADEMIC CALENDAR

Academic calendar for 2020-21

Academic calendar for 2019-20

Academic calendar for 2018-19

Academic calendar for 2017-18



राजकीय महिला महाविद्यालय
गांधी नगर, जम्मू



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Feedback

HOME > FEEDBACK

Feedback form for Alumni(2023)

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e content 1 (2).png

e content 1 (1).png

Show all

159

- Feedback form for Alumni(2023)
- Student satisfaction survey for the year 2018 -2019
- Alumni Feedback Form
- Feedback Form for Students
- Feedback/suggestions from Parents
- Feedback on course of study from teacher



Government College for Women, Gandhi Nagar, Jammu, a constituent College of Cluster University of Jammu was established in September 1969 by the Government of Jammu and Kashmir

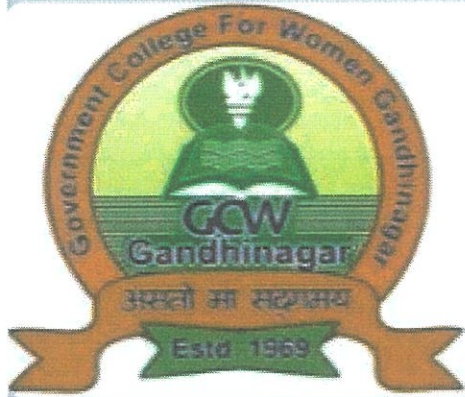
Useful Links

- Admission
- Academic Calendar

Contact Us

Govt College for Women Gandhi nagar, Jammu JK
Contact No: 0191-2435158

14



GOVT. P.G. COLLEGE FOR WOMEN GANDHI NAGAR JAMMU

Students' Grievance

This form is for students of Govt. P.G. College for Women Gandhi Nagar Jammu only.

mohanijamwal@gmail.com [Switch account](#)



* Indicates required question

Email *

Your email

Phone Number *

Your answer

Name *

Your answer

University Roll No. *

Must have 11 digits

Your answer

Class Roll No. *

Your answer

Semester *

Choose



19

Grievance related to *

- Examination
- Teaching Learning
- Sexual harassment
- Cast Based
- Other:

Description *

Your answer

A copy of your responses will be emailed to the address you provided.

Submit

Clear form

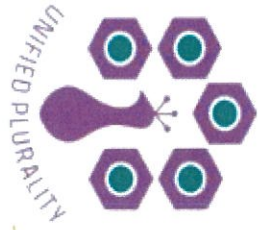
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Google Forms

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Established by Govt. of J&K
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[Reset Password](#)

[Home](#) [Choose Batch / Semester](#)

*Batch:

-Select-	▼
2017	
2018	
2019	
2020	
2021	
2022	
2023	

*Semester:

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 CLUJ PORTAL LOGIN

College login for Admission / Examination activities

Email address / Username

Password



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Sign in

 Latest Notices

- [Notification reg. Extension of last date of admission to 3rd semester 2023-24 - Admissions - \[2023-09-13\]](#)
- [Notification reg. Extension of last date of admission to 5th semester 2023-24 - Admissions - \[2023-09-13\]](#)

(22)

Dept. of Political Science Semester : 5th - Batch : 2019

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Students Profile



23

[Home](#) / [Choose Batch / Semester](#)

***Batch:**

***Semester:**

Submit

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