



## **BHIMAVARAM INSTITUTE OF ENGINEERING & TECHNOLOGY**

(Approved by AICTE, New Delhi & Affiliated to JNTUK Kakinada)  
Goraganamudi (Village), Pennada Grama Panchayat, Palakoderu Mandalam,  
West Godavari District, Andhra Pradesh 534243

Phone 088162 36877, email:principal@bietbvm.ac.in www.bietbvm.ac.in

### **E-Governance policy**

#### **Objectives:**

1. To implement e-governance in various functions.
2. To promote accountability and Transparency.
3. To accomplish paperless administration in the institution.
4. Providing easy access to information.

#### **Policy:**

1. The institution is provided easy and efficient system of e-governance and it is decided to implement e-governance in all activities.
2. The institution has already implemented e-governance in various departments like library, accounts, etc.

For appropriate purposes, the policy is divided into various areas of operation. These areas of operation are descriptive and the society deserves right to implement e-governance in the needful areas.

#### **Website:**

The collage website <https://bietbvm.ac.in> needs to be revamped taking new changes into consideration. The website contents all the collage information, activities and important notices, etc. and it is made easily available to the beginner.

#### **Library:**

We have an excellent library in the collage and we add more e-learning resources for students and faculty. we are using EZ School software at present. it is also updating timely. The newer e-learning resources like journals, etc. are identified and subscribed taking into account the recommendations of the library advisory committee.

#### **Administration :**

The **RSS Real time biometric** is very popular staff administration software. The Institution strictly follows the organizational chart for effective administration with decentralization practices along with eminent HOD's and Academic Counselors. The institution is well supported by Wi-Fi network and the communications in the administration happens through E-mails which include policies, rules, regulations, committees, circulars, etc. are delivered paperless to the staff



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and stakeholders. Institutions has provided e-mails to the faculty in the @**bietbvm.ac.in** domain and at the department level, faculty have created a group in social networks for effective communications.

### **Finance and Accounts:**

The **EZ School** software is very popular accounting software. It is used to simplify the complex day to day accounts activities. It provides many advantages like maintaining records, managing accounts, payables, receivables, and cheques. Proper security measures are being taken for maintaining confidentiality of the transactions. The Internal and External Financial audits are conducted every year which is well maintained by e-accounts with all e-payments and e-collections.

### **Student Admission and Support:**

The Institution maintains the students admission records, students approvals, reservation quotas, fee details, Scholarship and registration processes. These are made available using e-governance. E-queries and e-suggestions are practiced with the students to collect information for future developments.

### **Examination cell:**

Exam branch has adopted **EZ school** software to include all the details of the admitted students. All the information required by the students relating to their exam dates, exam results, exam fees, hall tickets and exam notifications are made available online mode. Maximum secrecy and confidentiality are maintained while handling examinations.

  
Principal

Dr. KOPPARTHI SURESH  
PRINCIPAL  
BHIMAVARAM INSTITUTE OF  
ENGINEERING & TECHNOLOGY