

Smt. Saroj R. Dhumane  
Founder Chairman

Kalpataru Samajseva Mitra Mandal's

## **DHANVANTARI HOMOEOPATHIC MEDICAL COLLEGE AND HOSPITAL & RESEARCH CENTRE**

Recognised by – Govt. of Maharashtra & NCH, New Delhi

Affiliated to – Maharashtra University of Health Sciences, Nashik

Website: dhanvantarihms.org | mail: dhanvantaricollege@yahoo.com | Reg. No. F-3116

**Address: Dhanvantari Campus, Kamatwade, Cidco, Nashik - 422008 ☎ 0253-2377103, 2393748**

**Date: 12/07/2018**

### **E-GOVERNANCE POLICY DOCUMENT OF INSTITUTE**

It is the application of information and communication technology for delivering services exchange of information, communication, transactions and integration of various systems between the management and other major stakeholders of the college – the Management, faculty, staff, students and alumina.

#### **OBJECTIVES:**

- Achievements of efficiency in operations
- Promotion of transparency and accountability in transaction
- Effective communication among the stakeholder and staff
- Development of team work and collaboration among the users
- Easy access of information's.
- Increase in institutional visibility to the external world

To achieve the above objectives and for smooth and convenient functioning of the college the institute introduced E-governance in -

- 1) Academic Planning and Development
- 2) Administration
- 3) Finance and Accounts
- 4) Student Admission and support
- 5) Examination

Several traditional and conventional communication methods such as keeping hand written balance sheet, budget, various day to day manual financial transactions, students academic records, one to one contact in administration and keeping of some manual records and



other communication system has been replaced by e- governance system which become very effective, time saving, convenient and ecofriendly system.

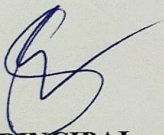
**Academic Planning and Development:** We follow MUHS Academic planner. As per the MUHS planner the Dhanvantari Homoeopathic Medical College & hospital & research centre prepare our own yearly planner. The planner is prepared by academic planner committee, signed by Head Of Institute & Secretary of the college. Sent via-mail/ whatsapp to the teaching, non –teaching faculty and students. Also displayed on notice board.

**Administration:**

1. Biometric attendance-of teachers, non-teaching staff, students & hospital staff.
2. Department have internet facility that helps the teachers to prepare lectures –ppt and typed question papers which are sent via mail & typed marksheets also sent via mail.
3. Interdepartment communication is done via net/mail.  
i.e. using ICT.

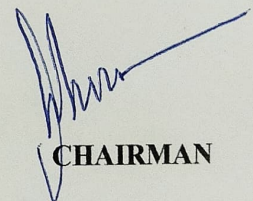
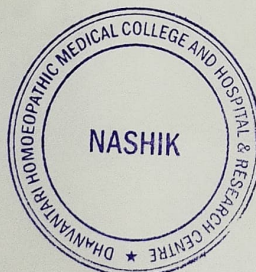
**Finance and Accounts:** The Finance and Accounts department uses Tally prime accounting software to maintain records and enable better resource mobilization and utilization.

**Student Admission and Support:** The eligibility criteria and the admission process is available on the college web site for admission .The college uses the government CET Cell and ARA software. List of admitted students displayed on website.Institute runs admission process through its website.



**PRINCIPAL  
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Dhanvantari Homoeopathic Medical College  
and Hospital & Research Centre, Nashik



**CHAIRMAN**