



MALLA REDDY INSTITUTE OF DENTAL SCIENCES

(SPONSORED BY : CHANDRAMMA EDUCATIONAL SOCIETY)

Affiliated to Kaloji Narayanarao University of Health Science, Warangal, Telangana
Recognised by Dental Council of India, New Delhi.

No. MRIDS/ Policy/ 2021-22/EGP/02

E-GOVERNANCE POLICY

Scope

The scope of this policy extends to the following areas at MRIDS:

1. Academic Planning
2. Administration
3. Accounts and Finance
4. Student Admission & Support
5. Examinations
6. Library
7. ICT Infrastructure

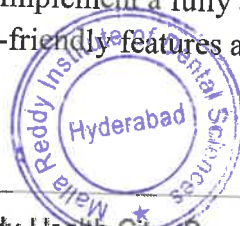
Objectives

1. Implementation of E-governance across all aspects of the institution for a simpler and efficient system of governance.
2. Promote transparency and accountability in all college functions.
3. Ensure easy and quick access to information.
4. ICT-enable classrooms with Desktops, Laptops, Smart boards, Projectors, etc.
5. Establish a fully automated Library.
6. Enhance faculty development programs for continuous improvement.
7. Foster a culture of innovation and research among students and faculty.
8. Strengthen industry-academia partnerships for practical learning opportunities.
9. Implement environmentally sustainable practices across campus operations.
10. Foster a sense of inclusivity and diversity among students and faculty.
11. Encourage community engagement and social responsibility initiatives.

Policy

Academic Planning

- **Website:** MRIDS's website will serve as an information center for college activities, courses, and notices. A designated service provider/web designer will be appointed for website maintenance.
- **Library:** Enhance the library with e-learning resources based on recommendations from faculty and students. Implement a fully automated Library Management Software KOHA with user-friendly features and support for database searching and maintenance.



Principal / Dean
Malla Reddy Institute of Dental Sciences

Survey No. 138, Malla Reddy Health City, Suraram 'X' Road, Quthbullapur Municipality,
Hyderabad - 500 055. Phone : 040 - 6999 1107
Email: mrids.2012@gmail.com Website: www.mrids.org



MALLA REDDY INSTITUTE OF DENTAL SCIENCES

(SPONSORED BY : CHANDRAMMA EDUCATIONAL SOCIETY)

Affiliated to Kaloji Narayanarao University of Health Science, Warangal, Telangana
Recognised by Dental Council of India, New Delhi.

CIFTDENTO

- Implement CIFTDENTO for accurate patient information management.
- Provide training to clinical students, faculty, and staff on software usage and data security.

DIGIICAMPUS

- Use Digii Campus portal for lecture scheduling and attendance management.
- Procure necessary biometric devices and provide training on system usage.

Google Classroom

- Utilize Google Classroom as virtual classes.
- Train students and faculty on Google Classroom usage.

Administration

- Utilize Advanced Excel and File Management System Tools for effective database management in the administrative office.
- Promote faculty development programs for continuous learning and growth.
- Ensure efficient communication channels for effective coordination among departments.

Finance & Accounts

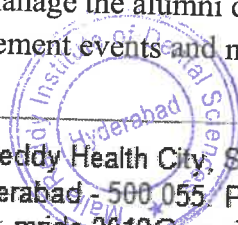
- Maintain accounts using Tally software and JODO with regular updates and staff training.
- Ensure confidentiality and security of financial transactions.
- Implement cost-saving measures for efficient resource utilization.
- Conduct regular audits to ensure financial compliance.

Student Admission & Support

- Follow an open and transparent admission process using the Admission Portal provided by the affiliated Health University.
- Utilize online software called JODO for admissions and follow e-governance policies for examinations.
- Provide comprehensive student support services, including counseling and career guidance.
- Foster student involvement in extracurricular activities and student clubs.

Alumni

- Create a separate alumni portal on the website for alumni interactions and feedback.
- Regularly update and manage the alumni database.
- Organize alumni engagement events and networking opportunities.



- B. S.
Principal / Dean
Malla Reddy Institute of Dental Sciences

Survey No. 138, Malla Reddy Health City, Suraram 'X' Road, Quthbullapur Municipality,
Hyderabad - 500 055. Phone : 040 - 6999 1107
Email: mrids.2012@gmail.com Website: www.mrids.org



MALLA REDDY INSTITUTE OF DENTAL SCIENCES

(SPONSORED BY : CHANDRAMMA EDUCATIONAL SOCIETY)

Affiliated to Kaloji Narayanarao University of Health Science, Warangal, Telangana
Recognised by Dental Council of India, New Delhi.

ICT Infrastructure

- Provide adequate desktops, computers, printers, projectors, and multimedia devices across the campus.
- Complement infrastructure with networking devices, scanners, and interactive teaching boards.
- Implement green IT initiatives to reduce environmental impact.
- Ensure cybersecurity measures are in place to protect data and systems.



BC
Principal / Dean
Malla Reddy Institute of Dental Sciences