



# DERABIS COLLEGE

Derabish, Kendrapara, Odisha, 754289

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## **Criterion 6 – Governance, Leadership and Management**

### **KEY INDICATOR 6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT**

#### **6.2.3 ERP (Enterprise Resource Planning) Document**

## DERABIS COLLEGE

Derabish, Kendrapara, Odisha, 754289

### ERP (Enterprise Resource Planning)

Enterprise resource planning (ERP) is an academic process management software that allows Derabis College, Derabish, Kendrapara to use a system of integrated applications to manage and automate all the activities with respect to Academic, Administrative and other tasks in the college. SHAPE INFOTECH is providing LMS since 2021. While SAMS, UUeMS, HRMS, IFMS and CAPA are Free to use Government Portals.

#### Automation in Academic Field

- 1. Full automation of Library services** (Use of LMS for smooth conduct of day to day Library work like, Librarian, Student, Staff Login, Book Issue, Return, Reports, Maintenance of Books, Records etc.)
- 2. Admission of students using SAMS Portal.** SAMS is a Free to use Government Portal which facilitates Common Application Form (CAF), Choice of College, ranking of students, College Selection, admission, Online fee Payment, etc.
- 3. Examination using UUeMS.** UUeMS is a Free to use Platform of Utkal University, which facilitates form fill-up for semesters, admit card download, Internal mark upload, practical mark upload, mark sheet download etc.

#### Automation in Finance Field

- 4. Automation of Finance Section** (Use of CAPA software, College Accounting Procedure Automation, for all accounts related work). Use of HRMS for online Bill processing, Annual Increment (Government Portal)

#### Automation of Office and Administration

- 5.** All notices and important informations are available in the college website

6. **Biometric Attendance** is mandatory for all staffs in the college. The college has secure Biometric System.
7. The complaint management is done through several committes like grivance redressal committee, disciplinary committee, anti-ragging committee, women's cell and IQAC. The name, contact number of members of all committes are available in the college website.
8. **Internet Facility** (The institution has a very robust and updated internet facility that is comprehensive as well as secure. The college campus uses BSNL broadband internet each of which have 250 Mbps connections. The whole college campus including whole library campus is Wi-Fi enabled.)
9. **Use of CCTV surveillance for security** (Keeping the security of students, staffs and teachers in mind and to ensure a ragging free campus the college has installed 54 CCTV camera's to keep a strict vigilance on the day to day activities of all stake holders. The library building is also under 24 hour CCTV surveillance.)

## Integrated Library Management System (ILMS)

### VENDOR DETAILS

#### LMS (Library Management Software) Service Provider Details

SHAPE INFOTECH, Since 2021

Address - Jajpur Road,

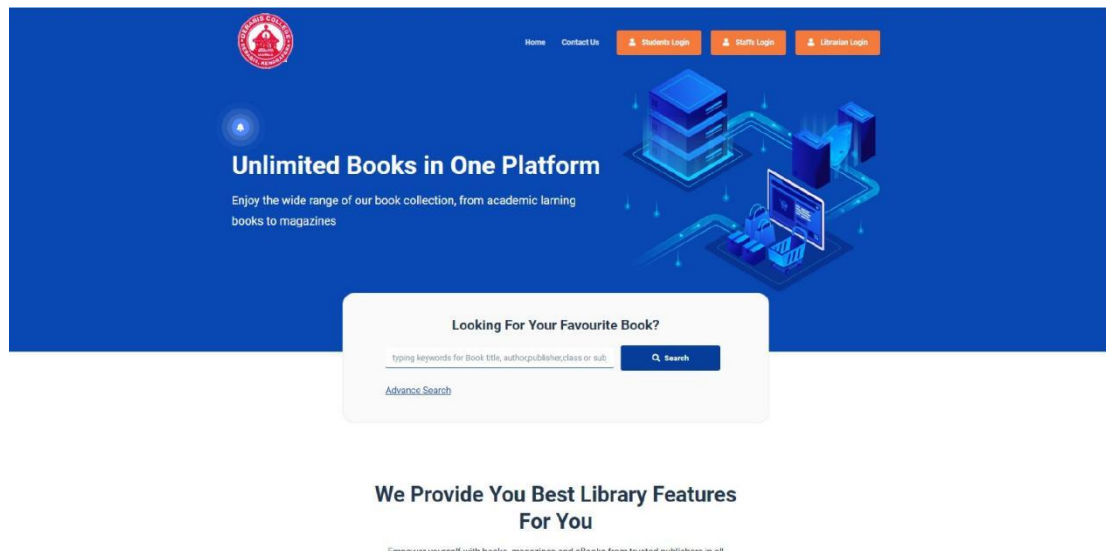
Behind Kendrapara Highschool,

Kendrapara, Odisha, PIN-754211

Mobile- 9439738900 / 993769878

Sr. No.	Particular	Details
1	Name of ILMS Software	Library Management Software (LMS)
2	Developed By	SHAPE INFOTECH
3	Version	1.01
4	Modules in Software	Requisition Module Issue Module Return Module Fine collection in cataloguing Module
5	WebOPAC Link	<a href="https://librarymanagement.in/derabislibrary/">https://librarymanagement.in/derabislibrary/</a>
6	Year of Automation	2021
7	AMC of Software	Rs. 29500/-

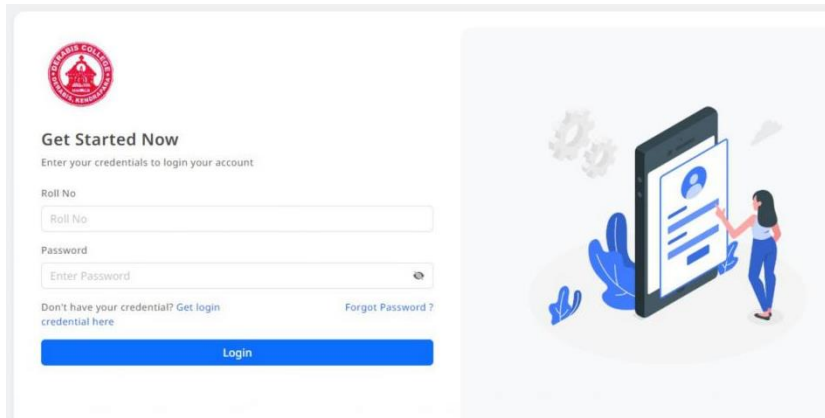
## (1) Library Management Software User Interface



### 1(a) Librarian Login Pannel

The screenshot shows the Librarian Login Panel. It features the Sri Sri College of Engineering and Technology logo at the top left. The title is 'Librarian Login Panel' with the instruction 'Enter your credentials to login your account'. There are two input fields: 'User Name' and 'Password'. A 'Forgot Password?' link is located below the password field. A blue 'Login' button is at the bottom.

### 1(b) Student Login Pannel



## Derabis College, Derabish, Kendrapara

### 1. Student Academic Management System (SAMS)

<https://www.samsodisha.gov.in/>

## Screenshots of User Interface

### 2(a) SAMS INTERFACE (Admission Report)

**SAMS Student Academic Management System**

Derabish (Degree) College, Derabish

**View Report**

Session : 2023-24 \* College Type : Degree \* District : Kendrapara \*  
 Block : DERABISH \* College : Derabish (Degree) College, Derabish \* Stream : -Select- \*  
 Hons. Subject : -Select- \*  
 Type : General Admission \* **Show**

All Results 1 - 25 Of 170

Sl#	Roll No	Barcode Number	Applicant Name	Father's Name	Mother's Name	Aadhaar No	Email ID	Stream	Board	Gender	DOB	Blood Group	Address
1	BA23-001	23D048967	SANGITA BEHERA	RAJENDRA KUMAR BEHERA	RASHMITA BEHERA	712425653855	sangitabehera296@gmail.com	Arts	CHSE, Odisha	Female	18 Apr 2006	A+	AT-DARBC
2	BA23-002	23D089121	DEBASMITA SAMAL	DHRUBA CHARAN SAMAL	MANASI MOHINI SAMAL	746211368142	debasmitaliza.05@gmail.com	Arts	CHSE, Odisha	Female	17 Aug 2005	B+	AT/PO-JAG
3	BA23-003	23D209269	SONALIKA MALLIK	RAMESH CHANDRA MALLIK	SUJATA MALLIK	346453831591	kbc.derabish@gmail.com	Arts	CHSE, Odisha	Female	11 Feb 2006	A+	AT-NUAH
4	BA23-004	23D048741	SASMITA SAHOO	PARAMANANDA SAHOO	MANASI SAHOO	689563227825	goutamsahoo911@gmail.com	Arts	CHSE, Odisha	Female	20 Oct 2005	B+	AT - DUMI
5	BA23-	23D197607	MANASI OJHA	DURGA CHARAN	PRAMILA OJHA	451973978014	khageswarojha866@gmail.com	Arts	CHSE, Odisha	Female	18	B+	NILAKANT

SAMS Student Academic Management System											Derabish (Degree) College, Derabish		
118	BA23-125	23D521065	SATYASUNDAR CHANDA	SARAT KUMAR CHANDA	NIRUPAMA CHANDA	810737285542	satyasundarachanda@gmail.com	Arts	CHSE, Odisha	Male	13 Oct. 2005	O+	AT - RAITUNDI PO - PAN,
119	BA23-126	23D549857	NIBEDITA SAMAL	PARIKHITA SAMAL	URMILA SAMAL	611043568471	snibedita039@gmail.com	Arts	CHSE, Odisha	Female	20 Apr 2006	B+	AT - MANTRIPARA PO - F
120	BA23-128	23D554607	SUNITA NAYAK	RAGHUNATH NAYAK	KANAKA LATA NAYAK	960570332804	nayakbikash2074@gmail.com	Arts	CHSE, Odisha	Female	18 Mar 2005		AT/PO-OLAKANA,PS-MAI
121	BA23-129	23D538201	PURNIMA KANDI	BABULA KANDI	RINA KANDI	562535013709	dashpurnima075@gmail.com	Arts	CHSE, Odisha	Female	04 Mar 2004	A+	AT-CHHACHINA,PO-NUA
122	BA23-130	23D526699	SK KALIM AHAMAD	SK RAHEMTULLA	JARINA BIBI	218656229205	skkalimahamad23@gmail.com	Arts	CHSE, Odisha	Male	27 Oct 1999	B+	AT - KORO PS - NIKIRAI
123	BA23-131	23D609349	SUJATA RAY	FAKIR MOHAN RAY	GITANJALI RAY	510078283872	suataray23@gmail.com	Arts	SJSV, Puri	Female	08 Apr 2004	A+	AT / PO - GADASHILA PS
124	BA23-132	23D609181	BHAGYALAXMI PADHI	DIPTIKANTA PADHI	RAJALAXMI PADHI	438493545636	padhihimanshu06@gmail.com	Arts	CHSE, Odisha	Female	12 Jun 2005	A+	AT - NILAKANTHAPUR-1
125	BA23-133	23D612489	RAKESH KUMAR BEHERA	PRAVAT KUMAR BEHERA	SUPRABHA BEHERA	535639741096	RAKESHKUMARBEHERA406@GMAIL.COM	Arts	SJSV, Puri	Male	19 May 2002	B+	AT - MAKUNDUPUR PO -
126	BA23-134	23D609209	PRABIR DAS	BISWAMBER DAS	PRAMILA DAS	698801391021	ssprabir79@gmail.com	Arts	CHSE, Odisha	Male	15 Sep 2005	O+	AT - CHHACHINA PO - NI

## 2(b) SAMS STUDENT ADMISSION- USER REGISTRATION- COMMON APPLICATION FORM



### NEW USER REGISTRATION

Verification code has been sent to mobile number \*\*\*\*\*3648 & Email Id : \*\*\*\*\*@gmail.com  
In case you do not receive the OTP within 5 minutes, please click on the Resend button to receive the OTP again.

OTP Expires in 4:50 second(s)


**Note** Please provide your Name as mentioned in your +2 Certificate to avoid any mismatch.

**Note** All eAdmission related communication will be sent to the mobile numbers and email address used during the registration. One mobile number and eMail ID can not be used for multiple registration.




### NEW USER REGISTRATION


Please provide your Name as mentioned in your +2 Certificate to avoid any mismatch.  
 All e-Admission related communication will be sent to the mobile numbers and email address used during the registration. One mobile number and eMail ID can not be used for multiple registration.



Dashboard
Welcome RUPESH KUMAR GHADEI


- Application Form
- CAF User Manual
- Profile
- Pay CAF Fees
- CAF Apply
- Payment History
- CAF Print

### CAF Application Process

  
 Payment

  
 Applicant Form

  
 CAF Print

  
 Intimation

#### Announcement

No Announcement found

#### Dateline

SL#	Activities
1	03-June-2024 (04:00 PM)-Availability of online Common Application Form (CAF) on the website www.samsodisha.gov.in
2	17-June-2024 (11:45 PM)-Last date for applying online CAF through www.samsodisha.gov.in
3	18-June-2024 (11:00 AM) to 19-June-2024 (07:00 PM)-Correction of CAF Online mode
4	25-June-2024 (04:00 PM)-Publication of Provisional Allotment of seats (For First Round Selection)
5	25-June-2024 (07:00 PM) to 28-June-2024 (11:45 PM)-Selection of Slide-Freeze-Float Option and Online payment of admission fees by the selected students through SAMS [Student's Account] portal



# Derabis College, Derabish, Kendrapara

## 2. Utkal University Examination Management System (UUeMS)

<https://uuems.in/>

### 3(a) UUeMS User Interface

The screenshot displays the UUeMS (CBCS) user interface. The top navigation bar includes the university logo, user ID (4018), date (23/02/2024), and a logout button. Below the navigation bar, there are four main menu items: Exam Form Fillup Even Semester, Exam Form Fillup Odd Semester, Practical Mark Entry Odd Semester, and Internal / Ethics & Values Mark Entry Odd Semester. The left sidebar contains a detailed menu for 'UUeMS (CBCS)' with categories like Student's Information Form, Exam Form Fillup, Reports, and Result. The main content area is titled 'NOTICE' and lists various announcements, including a prominent notice for the 6th Semester Form Fill-Up, stating that ABC ID is not mandatory now but must be submitted by March 10, 2024. Other notices include download links for practical question papers and project papers, and information regarding examination fees and migration certificates.

### 3(b) STUDENT FORM FILL-UP Through UUeMS PORTAL

The screenshot shows the 'Student Examination Form Fillup (+3 6th Semester Arts Honours/General)' page. The top navigation bar is identical to the previous screenshot. The left sidebar menu is expanded to show 'Exam Form Fillup Even Semester' with sub-options for '6th Semester (R)', 'Generate Payment Advice', '6th Semester Form Fillup', '6th Semester Print Form', '6th Semester (B)', 'Form Fillup', and 'Payment Advice'. The main content area is a form for filling up the examination details. It includes fields for Examination Center (DERABISH (DEGREE) COLLEGE, DERABISH), College Roll No. (BA21-106), Candidate Name (ANSHUMAN SAHAL), Examination Center Name (DERABISH (DEGREE) COLLEGE, DERABISH), CORE-13 (ECONOMICS), DSE-3 (ECONOMICS), AECC (ETHICS AND VALUES-VI), Examination Year (2024), ABC ID (2101010440180001), University Regl. No. (Arts Honours), Course Type (ECONOMICS), CORE-14 (ECONOMICS (PROJECT)), DSE-4 (ECONOMICS (PROJECT)), and Examination Type (Regular). Below the form fields is a section for 'Examination Fees Details' with a table of fees and their amounts. The total fee is 1120.00. There are 'Update' and 'Cancel' buttons at the bottom of the form.

Sl. No.	Fee Description	Amount
1.	Examination Fee	0
2.	Fee For Marks	50.00
3.	Fee For Supervision	20.00
4.	Fee For Enrolment	50.00
5.	Provisional Certificate Fee	100
6.	Original Certificate Fee	200
7.	Migration Fee	200
8.	Late Fee	0.00
9.	Other Fees(Center Charge)	0.00
<b>Total :</b>		<b>1120.00</b>

# Derabis College, Derabish, Kendrapara

## 3. College Accounting Procedure Automation (CAPA)

<http://capaodisha.nic.in/welcome>

### 3(a) CAPA - USER INTERFACE

**College Accounting Procedure Automation**

Home | Master Data | Payroll | Advance | Student Area | Financial Transaction | Financial Yr Closing | User Profile | UC Management | Logout

HRUSIKESH (Last log :2024-06-10:12:50:48) | For correspondence regarding issues on CAPA system colle

Welcome ACCOUNTS ASSISTANT - HRUSIKESH DAS(DERABIS DEGREE COLLEGE) | MAIL SERVICE | FAQ | USER MANUAL | UC MANUAL | CIRCULAR

*College Accounting Procedure Automation(CAPA) is a role based Web-application. This is an Accounting Package developed for non government colleges so as bring*

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### 3(B) PASSBOOK ENTRY IN CAPA

**College Accounting Procedure Automation**

Home | Master Data | Payroll | Advance | Student Area | Financial Transaction | Financial Yr Closing | User Profile | UC Management | Logout

HRUSIKESH (Last loggin Date/Time :10-06-2024:12:50:48) | Master Data Management > PassBook Entry

Welcome HRUSIKESH DAS , ACCOUNTS ASSISTANT - DERABIS DEGREE COLLEGE

**PassBook Master Panel:**

COURSE TYPE *	SELECT COURSE TYPE
BANK NAME *	SELECT
ACCOUNT NUMBER *	ENTER ACCOUNT NUMBER
ACCOUNT TYPE *	SELECT
AMOUNT IN ACCOUNT *	ENTER AMOUNT IN ACCOUNT
BRANCH NAME *	ENTER BRANCH NAME
BANK IFSC CODE *	ENTER IFSC CODE
ACCOUNT OPENING DATE *	

### 3(c) Online Bill Processing in HRMS

Bill Browser

Bill Type: Pay Bill Year: 2024 Month: JULY Submit

Bill No	Bill Description	Bill Type	Acquaintance Roll	Print Bill	Edit	Esign PDFs	Submit To i-OTMS	No of Beneficiary	Failed Transaction	Status	Bill History	Lock Bill
28/20224	GIA-2017	PAY	Browse Aquitance	Print	Edit	View Pdf Files For Dsign	Vouchered	13			Status	
29/2024	NON PLAN	PAY	Browse Aquitance	Print	Edit	View Pdf Files For Dsign	Vouchered	12			Status	
30/2024	STATE SELECTION BOARD	PAY	Browse Aquitance	Print	Edit	View Pdf Files For Dsign	Vouchered	10			Status	
	ARREAR-1							0		Process Bill		
	CONVERTED TO PLAN							0		Process Bill		
	ARREAR							0		Process Bill		
	PLAN							0		Process Bill		

## E-Governance in Office Administration

5(a) College Website <https://www.derabicollege.edu.in/>

5(b) College Website- Notice Board

## 2(a) HRMS Derabis College- User Interface

**HRMS Odisha**
Human Resources Management System, Government of Odisha [Logout](#)

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### My Profile

**SHRI CHANDRA SEKHAR NAYAK**

Take Snapshot  
Upload Photo

Change Password

HRMS ID: 91035498

TPF: CE0010329

Date of Birth: 05-JAN-1966

Joined On: 03-FEB-1989

Post Group: A

Post: READER IN ECONOMICS

Office: PRINCIPAL, DERABIS COLLEGE, KENDRAPARA

Office Code: KPDEDU0050000

DDO Code: KPDEDU005

Cadre: COLLEGE (DIRECTORATE)

Mobile No: 9937920951

Email Id: chandrasekharanayak779@gmail.com

Aadhaar No: 26xx-xxxx-xx59

ID Card Y:

Id Card for e-Sign [Download](#) New

### Dash Board

Total Pending PAR - 5, PENDING AS REPORTING - 5, PENDING AS REVIEWING - 0, PENDING AS ACCEPTING - 0

#### My Task

Select Task: ALL | Select Status: All | Employee Name: | GPF No: |

Search

Task ID	Task name	Initiated By	Initiated On	Status	Action
1216061	PAR	DR SASHIKANTA MALIKA,LECTURER IN ODIA	29-MAY-2024	PENDING AS REPORTING AUTHORITY	
1214217	PAR	MR JYOTIRMAYA BRAHMA,LECTURER IN MATHEMATICS	29-MAY-2024	PENDING AS REPORTING AUTHORITY	
1158894	PAR	RUDRANGI PATTANAİK,LECTURER IN HISTORY	07-MAY-2024	PENDING AS REPORTING AUTHORITY	
1158684	PAR	DR KISHOR CHANDRA MALLİK,LECTURER IN ORIYA	07-MAY-2024	PENDING AS REPORTING AUTHORITY	
1158518	PAR	SANDEEP BAL,LECTURER IN POLITICAL SCIENCE	07-MAY-2024	PENDING AS REPORTING AUTHORITY	

#### My Reports

- My Communication (0/0)
- My Profile
- My Pay Slip
- My Loan Account
- Bank details change history New
- Annual LTA Balance Slip
- My Service Book
- My Service Book(PDF)
- My Leave Account
- My Quarter Details
- My GIS Passbook
- My Annual IT Report
- My Calendar
- My Quarter Details
- Dashboard

#### User Privilege

- Third Schedule Checking Auth List
- Verify Employee Data
- Disciplinary Proceedings
- My Office Interface
- Office Wise Second Schedule List
- Third Schedule List for Contractual 6 Years To Regular Employee
- Post Proposal
- Leave Status

#### Request or Submission

- Submit Performance Appraisal (PAR)
- Pay Revision Option
- Apply Leave
- Apply Loan
- Property Statement
- Grievance
- Apply for Online Training
- Online Support Ticket
- Service Book Correction Request New

**HRMS Odisha**
Human Resources Management System, Government of Odisha [Logout](#)

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### Privilege Panel

My Office: PRINCIPAL, DERABIS COLLEGE, KENDRAPARA (4)

REGULAR EMPLOYEES (36)

- MISS AKANKSHA DAS, LECTURER IN PHYSICS
- AKSHAYA KUMAR BISWAL, LABORATORY ATTENDANT IN PHYSICS
- SHRI ANANTA KISHORE BHUYAN, LIBRARY ATTENDANT
- ASHOK KUMAR DAS, WATCHMAN-CUM-BEARER
- SHRI ASWINI KUMAR PRUSTY, LECTURER IN PHYSICS(GROUP A)
- BANAMBER MALIK, GARDENER
- MISS BHAGYALAXMI SAHOO, LECTURER IN ZOOLOGY
- BHAKTI PRASAD RATH, DEMONSTRATOR IN BIOLOGY
- BIDHU BHUSAN PATTANAYAK, JUNIOR CLERK CUM TYPIST
- SHRI BIKRAM KUMAR MOHANTY, LECTURER IN CHEMISTRY(GROUP A)
- BISWAJIT KUMAR SAHOO, LECTURER IN ENGLISH
- BRUNDABAN DAS, LECTURER IN POLITICAL SCIENCE
- SHRI CHANDRA SEKHAR NAYAK, READER IN ECONOMICS
- SK DABIRUDDIN, ORDERLY PEON
- DHANESWAR NAYAK, LECTURER IN ODIA
- DRPRANGYA PATTAİK, LECTURER IN ODIA
- GURUCHARAN SETHI, LECTURER IN SOCIOLOGY
- SHRI HRUSIKESH DAS, JUNIOR CLERK CUM TYPIST
- MR JYOTIRMAYA BRAHMA, LECTURER IN MATHEMATICS
- DR KISHOR CHANDRA MALLİK, LECTURER IN ORIYA
- KISHORA KUMAR BEDANTA, LECTURER IN EDUCATION.
- MAMATA SATAPATHY, ASSISTANT LIBRARIAN
- NAGENDRANATH PANI, LECTURER IN HISTORY
- SHRI PRAVAKAR BEHERA, JUNIOR CLERK.
- RANJAN KUMAR PANDA, LABORATORY ATTENDANT IN CHEMISTRY
- RUDRANGI PATTANAİK, LECTURER IN HISTORY
- SANDEEP BAL, LECTURER IN POLITICAL SCIENCE
- SANJAYA KUMAR MISHRA, LECTURER IN ECONOMICS
- SHRI SANTANU KUMAR MATI, LECTURER IN POLITICAL SCIENCE
- SHRI SARAT CHANDRA PRUSTY, PHYSICAL EDUCATION TEACHER

### Service Panel

Employee Name: | HRMS ID: | Current Basic: | Current Post: | Current Status: | PAY Fixed:

<h4>CALENDAR</h4> <p>Calendar Management</p>	<h4>OFFICE ADMINISTRATION</h4> <p>Create Employee</p> <p>Pay Held Up</p> <p>Manage Employee Allowance &amp; Deduction</p> <p>Manage Hierarchy</p> <p>Import Absentee Data ( Excel)</p> <p>Import Deduction Data(Excel)</p> <p style="text-align: right; color: blue;">12</p>	<h4>PAY</h4> <p>Increment Proposal</p>
<h4>PAY ROLL</h4> <p>Bill Browser</p> <p>Section Definition</p> <p>Bill Group List</p> <p>Configure Office Allowance &amp; Deduction</p> <p>Compare Paybill</p> <p>Annual Income Tax Report</p> <p style="text-align: right; color: blue;">12</p>	<h4>POST</h4> <p>Post Termination Proposal <span style="color: red;">New</span></p> <p>POST SANCTIONED STRENGTH <span style="color: red;">New</span></p>	<h4>REPORTS</h4> <p>Employee List</p> <p>Office Details</p> <p>Employee Deduction List</p> <p>Employee Pay Post Status</p> <p>Employee Category Data</p> <p>Leave Status Report <span style="color: red;">New</span></p>
<h4>SERVICE BOOK</h4> <p>SuperAnnuation Projection <span style="color: red;">New</span></p>		


# Derabis College, Derabish, Kendrapara

## Integrated Financial Management System

<https://www.odishatreasury.gov.in/ifmshome/home>

### IFMS Interface- Odisha Treasury

**FMS** | @disha | Integrated Financial Management System  
Finance Department, Government of Odisha



**CHANDRA SEKHAR NAYAK**  
05-Jul-2024 08:55:56 PM  
E-Sign Signed Id : debabrata1963  
Re-Register DSC  
[Change Password](#) [Logout](#)

#### Important Notice

New Sanction orders for Advance of Electric operated Motor Car and Electric Two wheeler are now deployed live under the Sanction Type "Loans and Advances to Government Services".  
— Sanction Order Database

#### Application List

- Online Bill Submission
- NPS ESS
- Sanction Order Database
- CO Reconciliation

#### Work list

- Saction Request Pending at Approver Level 3

### Online Bill Processing / Status Checking

Integrated Financial Management System, Odisha

Welcome **CHANDRA SEKHAR NAYAK** Treasury: **1601** Department: **EDU** DDO: **KPDEDU005** Financial Year: **2024-2025** Last Login: Jun 09, 2015 09:14 AM

Collapse all | Expand all

- Online Bill
  - Task List
  - Bill Entry
  - Bill Resubmission
  - Scheduler
    - Report
      - Bill-wise Status**
        - Beneficiary-wise Status
        - Beneficiary Details Modifications
        - Subscriber-wise Schedule
        - Failed Payments Refunded to Govt Ac
      - Modify Failed Transactions
      - Single Reference no wise
  - Administration
    - DDO Info Update
  - Master Maintenance
    - Beneficiary Master
  - Reports
    - Beneficiary Master
    - Return Bill Submission
  - Search GPF Authority
  - Book of Drawal
    - Generate Bill Submission Report
  - GEM Corner

#### BILL WISE STATUS

From Date & To Date:

[Generate Report](#) [Refresh](#)