OFFICE OF THE PRINCIPAL
GOVERNMENT AUTONOMOUS COLLEGE, ANGUL, ODISHA-759143
ସରକାରୀ ସ୍ୱୟଂଶାସିତ ମହାବିଦ୍ୟାଳୟ, ଅନୁଗୋଳ, ଓଡିଶା: ୭୫୯୧୪୩
email:principalgaca@gmail.com

Benchmarks for Administrative Performance: 2020-21

	Good	Satisfactory	Outstanding
1. Admission	• Enrolment Completed	• Enrolment Completed • Students' Management tasks completed • Identity cards issued.	• Enrolment Completed • Students' Management tasks completed • Identity cards issued. • All pending issues resolved
2. Academic Management	• Time Table and Classroom Management done	• Time Table and Classroom Management done • Students support services provided	• Time Table and Classroom Management done • Students support services provided • Students grievances addressed
3. Examination	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration • IT integration for stakeholder facilitation	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration

			• IT integration for stakeholder facilitation • Timely grievance redressal
4. Accounts	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt.	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt. • Strict adherence to OGFR rules • Early disposal of grievances. • It integration in funds management
5. Establishment	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal • Time-bound grievance Redressal.

Coordinator,IQAC

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Principal
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ସରକାରୀ ସ୍ୱୟଂଶାସିତ ମହାବିଦ୍ୟାଳୟ, ଅନୁଗୋଳ, ଓଡିଶା: ୭୫୯୧୪୩
email:principalgaca@gmail.com

Benchmarks for Administrative Performance: 2021-22

	Good	Satisfactory	Outstanding
1. Admission	• Enrolment Completed	• Enrolment Completed • Students' Management tasks completed • Identity cards issued.	• Enrolment Completed • Students' Management tasks completed • Identity cards issued. • All pending issues resolved
2. Academic Management	• Time Table and Classroom Management done	• Time Table and Classroom Management done • Students support services provided	• Time Table and Classroom Management done • Students support services provided • Students grievances addressed
3. Examination	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration • IT integration for stakeholder facilitation	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration

			• IT integration for stakeholder facilitation • Timely grievance redressal
4. Accounts	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt.	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt. • Strict adherence to OGFR rules • Early disposal of grievances. • It integration in funds management
5. Establishment	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal • Time-bound grievance Redressal.

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ସରକାରୀ ସ୍ୱୟଂଶାସିତ ମହାବିଦ୍ୟାଳୟ, ଅନୁଗୋଳ, ଓଡିଶା: ୭୫୯୧୪୩
email:principalgaca@gmail.com

Benchmarks for Administrative Performance: 2022-23

	Good	Satisfactory	Outstanding
1. Admission	• Enrolment Completed	• Enrolment Completed • Students' Management tasks completed • Identity cards issued.	• Enrolment Completed • Students' Management tasks completed • Identity cards issued. • All pending issues resolved
2. Academic Management	• Time Table and Classroom Management done	• Time Table and Classroom Management done • Students support services provided	• Time Table and Classroom Management done • Students support services provided • Students grievances addressed
3. Examination	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration • IT integration for stakeholder facilitation	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration

			• IT integration for stakeholder facilitation • Timely grievance redressal
4. Accounts	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt.	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt. • Strict adherence to OGFR rules • Early disposal of grievances. • It integration in funds management
5. Establishment	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal • Time-bound grievance Redressal.

Coordinator,IQAC 20/06/22

PRINCIPAL 20.06.22

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ସରକାରୀ ସ୍ୱୟଂଶାସିତ ମହାବିଦ୍ୟାଳୟ, ଅନୁଗୋଳ, ଓଡିଶା: ୭୫୯୧୪୩
email:principalgaca@gmail.com

Benchmarks for Administrative Performance: 2023-24

	Good	Satisfactory	Outstanding
1. Admission	• Enrolment Completed	• Enrolment Completed • Students' Management tasks completed • Identity cards issued.	• Enrolment Completed • Students' Management tasks completed • Identity cards issued. • All pending issues resolved
2. Academic Management	• Time Table and Classroom Management done	• Time Table and Classroom Management done • Students support services provided	• Time Table and Classroom Management done • Students support services provided • Students grievances addressed
3. Examination	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration • IT integration for stakeholder facilitation	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration

			• IT integration for stakeholder facilitation • Timely grievance redressal
4. Accounts	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt.	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt. • Strict adherence to OGFR rules • Early disposal of grievances. • It integration in funds management
5. Establishment	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal • Time-bound grievance Redressal.

Coordinator, IQAC

PRINCIPAL
Principal
Govt. Auto. College, Angul

OFFICE OF THE PRINCIPAL
GOVERNMENT AUTONOMOUS COLLEGE, ANGUL, ODISHA-759143
ସରକାରୀ ସ୍ୱୟଂଶାସିତ ମହାବିଦ୍ୟାଳୟ, ଅନୁଗୋଳ, ଓଡିଶା: ୭୫୯୧୪୩
email:principalgaca@gmail.com

Benchmarks for Administrative Performance: 2024-25

	Good	Satisfactory	Outstanding
1. Admission	• Enrolment Completed	• Enrolment Completed • Students' Management tasks completed • Identity cards issued.	• Enrolment Completed • Students' Management tasks completed • Identity cards issued. • All pending issues resolved
2. Academic Management	• Time Table and Classroom Management done	• Time Table and Classroom Management done • Students support services provided	• Time Table and Classroom Management done • Students support services provided • Students grievances addressed
3. Examination	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration • IT integration for stakeholder facilitation	• All eligible students registered for examination • Question preparation and conduct of examination ethically done • Publication of result within the specified duration

			• IT integration for stakeholder facilitation • Timely grievance redressal
4. Accounts	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt.	• 100% fee collection • Head wise Distribution for utilization • Proposal for Govt. grants • Proper utilization of funds collected from students and received from Govt. • Strict adherence to OGFR rules • Early disposal of grievances. • It integration in funds management
5. Establishment	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal	• Proper maintenance of service records of all employees. • Timely implementation of Employees' welfare measures. • Timely submission of documents for pensionary benefits • IT integration for quick and error-free disposal • Time-bound grievance Redressal.

Coordinator, IQAC 18/06/24

PRINCIPAL 18/6/24

Principal
Govt. Auto. College, Angul