



Government of Maharashtra
ISMAIL YUSUF COLLEGE OF ARTS, SCIENCE & COMMERCE

(Affiliated to University of Mumbai)

Jogeshwari Station Road, Jogeshwari - East, Mumbai - 400 060

Email: principaliyc@rediffmail.com

Website: www.ismailyusufcollege.in

E-Governance and Digital Integration Policy for Ismail Yusuf College of Arts, Science & Commerce

Objective: To streamline administrative functions, enhance operational efficiency, and ensure transparent and accountable processes through the effective use of various digital platforms and government portals.

Scope: This policy applies to all administrative and academic staff involved in the use of digital platforms, including ERP Master Soft, GEM, SEVARTH, MahaPAR for SPARROW, MKCL/SAMARTH, email, E-Maha Tender, PFMS, iPASS for DPC, KOSHVAHINI, BEAMS, and BILL PORTAL.

Policy Statement:

1. Integration and Usage:

- **E-Governance:** All administrative functions integrated and managed through designated government portals and platforms to ensure consistency and efficiency. The use of platforms such as SEVARTH for salary management, GEM for purchases, and PFMS for RUSA/NSS funds is mandatory.



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- **ERP Master Soft:** The ERP system shall be the central tool for managing academic records, administrative processes, and results. All data related to administration and results must be entered and maintained within the ERP system.
- **MahaPAR - SPARROW:** Performance appraisals of faculty and staff must be conducted through the MahaPAR - SPARROW system to ensure standardization and transparency.
- **MKCL/SAMARTH:** For centralized admission processes (CAP), the MKCL/SAMARTH system will be used to streamline admissions and manage related tasks.
- **E-Mail:** Official communication must be conducted through the official Gov.in email accounts to ensure security and proper record-keeping.
- **E-Maha Tender:** All procurement and tendering processes should be carried out using the E-Maha Tender platform to adhere to government procurement standards.
- **PFMS:** Financial transactions related to RUSA and NSS shall be managed through the PFMS to ensure accurate financial tracking and reporting.
- **iPASS for DPC:** All applications for the Departmental Promotion Committee (DPC) must be processed through the iPASS system to ensure a streamlined, transparent, and efficient promotion process.




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- **KOSVVAHINI:** The KOSVVAHINI system will be used for managing and automating internal office processes and documentation, improving administrative efficiency.
- **BEAMS:** The BEAMS platform will be utilized for the management and processing of financial and administrative activities, including budget tracking and expenditure management.
- **BILL PORTAL:** All billing and invoicing processes must be carried out using the BILL PORTAL to ensure proper tracking, transparency, and compliance with financial regulations.
- **E-OFFICE:** Ismail Yusuf College has adopted an Office Automated System (OAS), or E-Office, to improve administrative and academic tasks. This system automates routine work, boosts communication, and manages records more efficiently. It reduces paperwork, speeds up decisions, and shows the college's dedication to using technology for better operations.

2. Data Management and Security:

- All data entered into these systems must be accurate, up-to-date, and protected in accordance with relevant data protection regulations.
- Access to digital platforms shall be restricted based on role and responsibility to safeguard sensitive information.
- Regular backups and updates of data must be performed to prevent data loss and ensure system integrity.

Enforcement: All staff and faculty members are required to comply with this policy. Non-compliance may result in disciplinary action as per college regulations.




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SEVARTH

Welcome M **Sanjay Ganpat Shinde** Senior Clerk_171, I.y.college, Jogeshwari East Mumbai

Home Help Settings Char

Menu. Use UP, DOWN, LEFT, RIGHT Arrow keys to navigate. Use Esc to Close Menu

Worklist Employee Corner Reports Pension Report

- DCPS
- Pension Processing
- Payroll
 - DDO Profile
- Personal Loans and Advances
 - Revision of Padmanabhan PC to Reddy PC
 - Revision of the 6th PC to 7th PC State Employee
 - Employee Configuration Form
 - Employee Information
 - Emp. Eligibility for Allowances and Deductions
 - Payroll Generation/View
 - Changes
 - Change Basic Pay Details
 - Change Basic Pay Details As Per Reddy Pay Employee
 - Update Employee Details
 - Change Basic Pay Details As Per 7th Pay
 - GPF/DCPS(NPS) Arrears For 7PC
 - Change Basic Pay Details As
 - Utility for Incorrect Data
 - Change Basic Pay Details As

Mumbai Suburban, Thane, Mumbai City, Raigad, Palghar, Nandurbar, Dhule, Jalgaon, Nashik, Aurangabad, Jalna, Ahmadnagar, Parbhani, Beed, Latur, Osmanabad, Solapur, Sangli, Ratnagiri, Satara, Bhandara, Gondia, Nagpur, Wardha, Chandrapur, Gadchiroli, Yavatmal, Washim, Buldhana, Akola, Amaravati.

Legend: Amaravati Division (Pink), Aurangabad Division (Blue), Konkan Division (Grey)

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ERP Master Soft

The screenshot shows the ERP Master Soft web application interface. The browser address bar displays `cims.mastersofterp.in/User/Index`. The page title is **ISMAIL YUSUF COLLEGE OF ARTS, SCIENCE AND COMMERCE**, which is highlighted with a red box. The interface includes a sidebar with navigation options: AUTHORIZATION, ACADEMIC, ATTENDANCE, EXAMINATION, FEEDBACK, PASSWORD RESET, LIBRARY, and TESTPREP. The main content area features a dashboard with statistics: STUDENTS (2649), EMPLOYEES (134), MALE (1380), FEMALE (1269), and OTHER STUDENTS (0). A 'My To Do Details' table is currently empty. A 'Recent Activity' list shows multiple 'BULK UPDATION-UPDATE' and 'PROVISIONAL STUDENT DEMAND CANCELLATION-UPDATE' entries. A 'Notification' section at the bottom right prompts to 'Activate Windows'. The Windows taskbar at the bottom shows the date as 9/2/2024 and the time as 1:01 PM.

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MahaPAR - SPARROW

raigad.gov.in/en/mahapar-maharashtra-performance-appraisal-report/

MahaPAR - Maharashtra Performance Appraisal Report

MahaPAR SPARROW (Smart Performance Appraisal Report Recording Online Window) Maharashtra

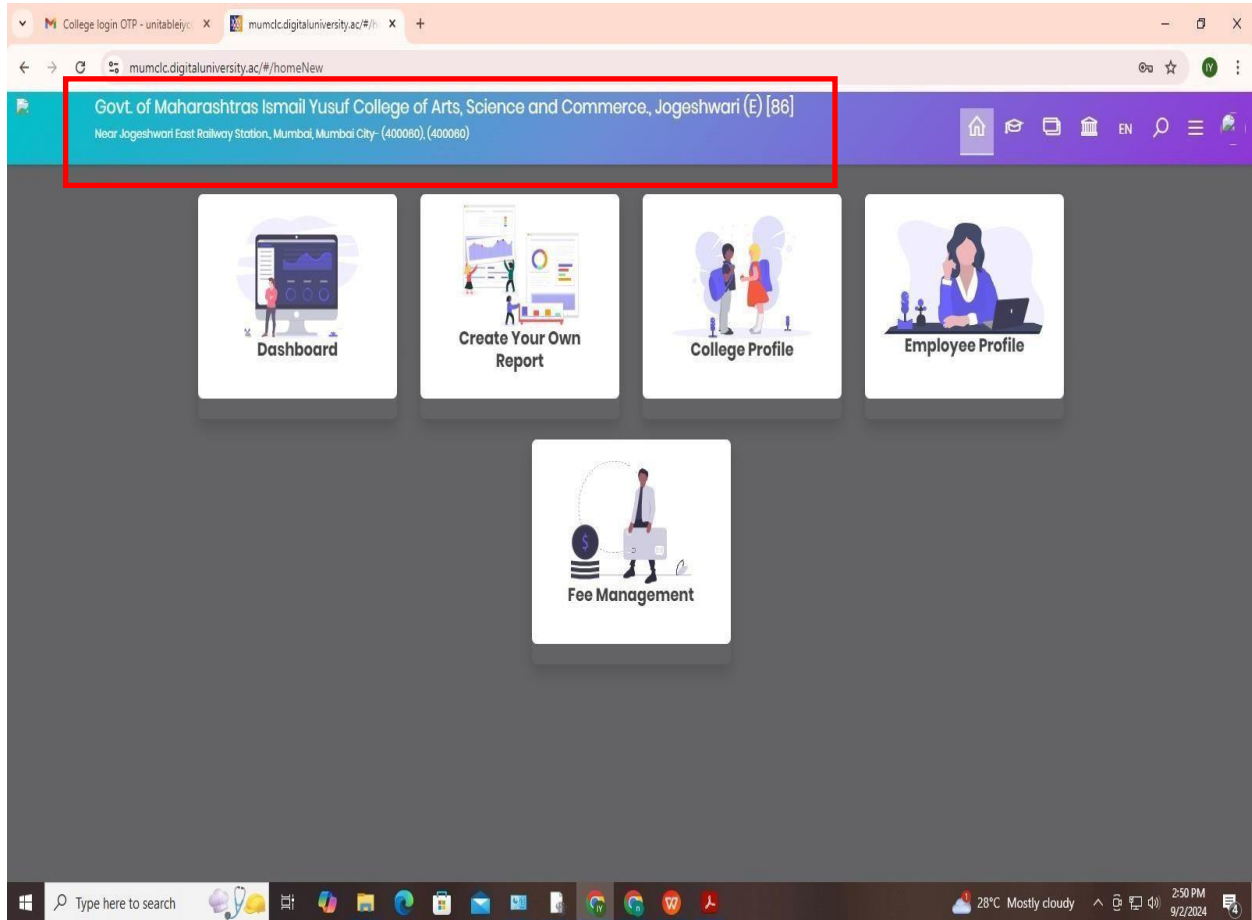
- Website : <https://mahapar.maharashtra.gov.in/>
- Support Team Contact details :
 1. Telephone Number 📞 : 022-22794298;
 2. Email Id ✉ : support-mahapar@nic.in, mahapar-admin@gov.in
 3. Address / Location 📍 : 19th Floor, New Administration Building, Mantralaya, Mumbai
- MahaPAR Performance Appraisal User Manual 📄
- GR-Revised procedure for obtaining e-mail ID for writing online evaluation report In the MahaPAR system 📄
- GR-Regarding online obtaining the "Performance Assessment Report" of the State Government Officials in Group-A or getting the official email ID (@ nic.in or @ gov.in) 📄
- How to use (@gov.in, @nic.in domain) Government e-Mail (required for eOffice and MahaPAR Projects) Detailed Training Video (Video 🎥)
- How to use MahaPAR (Maharashtra Performance Appraisal Report Software) Detailed Training Video (Video 🎥)

Activate Windows
Go to Settings to activate Windows.



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MKCL/SAMARTH



ISMAL



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E-Maha Tender

Tenders Maharashtra

The Maharashtra Govt Tenders Information System

02-Sep-2024 | [Search](#) | [Active Tenders](#) | [Tenders by Closing Date](#) | [Corrigendum](#) | [Results of Tenders](#) | [Home](#) | [Contact Us](#) | [SiteMap](#)

With August 2024 application 500 per bid shall be charged bidders |
 Configuration required for Edge Browser |
 Bidders who are using SB MOPS other banks Internet Banking are requested to make online payment four days in advance. |
 For online Payment related issues, kindly send an email with Bank Reference Number to this email ID merchant@sbi.co.in for clarifications.

- MIS Reports
- Tenders by Location
- Tenders by Organisation
- Tenders by Classification
- Tenders in Archive
- Tenders Status
- Cancelled/Retendered
- Downloads
- Debarment List
- Announcements
- Recognitions
- Site compatibility

Welcome to eProcurement System

The eProcurement System of Maharashtra enables the Tenderers to download the Tender Schedule free of cost and then submit the bids online through this portal.

[Latest Tenders](#)

Tender Title	Reference No	Closing Date	Bid Opening Date
25 Providing Street light arrangement at Dewadi Railway Over Bridge at Tumsar, District Bhandara.	e-Tender Notice No.55/2024-25	09-Sep-2024 06:00 PM	10-Sep-2024 10:00 AM
8. Estimate No. 954/NGP/2024 25 Providing Fire Fighting Arrangement at 200 Bedded Girls	e-Tender Notice No.55/2024-25	09-Sep-2024 06:00 PM	10-Sep-2024 10:00 AM

Latest Tenders updates every 15 mins. [More...](#)

[Latest Corrigendums](#)

Corrigendum Title	Reference No	Closing Date	Bid Opening Date
E-TENDER NOTICE 1 1 of Date Evaction 10NFF&I	NO. 33 /2024-25 1	09-Sep-2024 11:00 AM	10-Sep-2024 05:00 PM

Latest Corrigendum updates every 15 mins. [More...](#)

Certifying Agency

[Click here to Login](#)

Online Bidder Enrollment

Generate / Forgot Password?

Find My Nodal Officer

Search with ID/Title/Reference no

Tender Search
Go

Advanced Search

- Help For Contractors
- Information About DSC
- Guidelines for Hassle Free Bid Submission
- FAQ
- Feedback
- Bidders Manual Kit

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iPas

Integrated Planning Office Automation System Mumbai Suburban District Financial Year-2024-2025

WELCOME TO INTEGRATED PLANNING OFFICE AUTOMATION SYSTEM MUMBAI SUBURBAN DISTRICT

FINANCIAL YEAR : 2024-2025

2024-2025	Select PlanType	Select Scheme	Select Public Represe...
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66094.280 BUDGET SANCTION(IN LAKH)	65344.280 REVISED BUDGET(IN LAKH)	8598.776 ADMINISTRATIVE SANCTIONS(IN LAKH)	16613.297 TOTAL FUNDS RELEASED(IN LAKH)	
0.000 TOTAL EXPENDITURE REPORTED(IN LAKH)	48730.983 BALANCE FUND(IN LAKH)	2 TOTAL WORKS SANCTIONED	0 WORKS COMPLETED	65344.280 BUDGET AVAILABLE(IN LAKH)

To check your pending works list, click on next button [Pending List](#)

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KOSHVAHIN

Excel PDF Print Search:

Treasury	DDO	At Scroll No. Of Bill	At Audit No. Of Bill	At Cheque Drawal	At Delivery Passed Bill	At Delivery Objected Bill	
	7101-MUMBAI			001863-PRIN. I. Y. SCIENCE AND COMMRCE COLLEGE JOGESHWIA	0	1	0

Showing 1 to 1 of 1 entries

BEAMS

Department : E- SCHOOL EDUCATION AND SPORTS DEPARTMENT User : 7101001863 - PRIN. I. Y. SCIENCE AND COMMRCE COLLEGE JOGESHWIA Mon, Sep 2, 2024 DRAFT

Fund Transfer Bill Entry Loan **Propose** Reports Maintenance Log out

Bill Entry For September 2024 (Budgeted)

Treasury: 7101 Pa.o.
DDO: 001863 Prin. I. Y. Science And Commrce College Jogeshwa

माहे मार्च 2025 च्या अखेरचे देयक प्राधिकार घन काढणे सुलभ होण्याकरिता बीट एट्टीच्या प्रथम पृष्ठान बदल करण्यात आला आहे. या पूर्वीचे तपशीलवार पृष्ठ पाहण्याचे असल्यास (show Details) या टॅब वर क्लिक करा.

आता Approve Bill अॅपिस्टंट / ड्राफ्ट लेव्हललाय करावा येऊ शकेल.

अनापत्यक Payee काढून टाकण्याकरिता (delete) कृपया Maintenance या मेनूमध्ये Modify /Delete Payee हा विकल्प वापरावा. यामुळे Payee निवडण्यासाठी लागणारा वेळ वाचू शकेल.

Show Details UnDist Budget CF Lapsed NPDC Propose Bill

Demand No	Scheme	Object Description	Charged/Voted	Committed/Scheme	September (Amount In Rupees)				
					Grant	No. Of Bills	Expenditure	Carry'd -Ve Bal	Balance
G-99	80110059	50 - Other Charges	Voted	Committed	0	0	0	-355058.000	-355058
G-06	20710598	04 - Pensionary Charges	Voted	Committed	0	0	0	-1586560.000	-1586560
G-99	80090135	50 - Other Charges	Voted	Committed	0	0	0	-5509864.000	-5509864
G-99	80090019	50 - Other Charges	Voted	Committed	0	0	0	-2764532.000	-2764532
W-02	22020772	01 - Salaries	Voted	Committed	0	0	0	0	0
W-02	22020772	03 - Overtime Allowances	Voted	Committed	0	0	0	0	0
W-02	22020772	06 - Telephone Electricity And Water Charges	Voted	Committed	0	0	0	0	0
W-02	22020772	10 - Contractual Services	Voted	Committed	0	0	0	0	0



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BILL PORTAL

billportal.mahakosh.gov.in/BillPortal/loginaction?Tid=cd8368106408d1441d69783f75b30643f8b2d53

Department: E User: 7101001063-PRIN I. Y. SCIENCE AND COMMERCE COLLEGE JOGESHWARI

Directorate Of Accounts and Treasuries
Finance Department, Government Of Maharashtra

Bill Portal

Assistance ▾ Reports ▾ Masters ▾ Signout

Assistance Bill Preparation

Note:- दुरुवकी वीज व पाणी पट्टे देणेकें तयार करताना Select Form id या टॅब मध्ये MTR-31 ऐवजी MTR-28 निवडताना. दुरुवकी वीज व पाणी पट्टे देणेकें पाट्टे MTR-28 या मकोनी नमुद्वत तयार करवीत.

Select Detail Head / MTR MTR ▾ Select FormId ▾ Select Objective ▾ Select Bill Description ▾ View Details

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Invoice

SELLER DETAILS:

Address: **ANGEL ENTERPRISES**
ROOM NO-6, PRATHIBHA NIVASH, A K ROAD, KURLA,
MUMBAI, MAHARASHTRA, 400072
Email Id: angelenterprises542@gmail.com
Contact No : 09661114747
GSTIN: 27FHGPD4024R1Z0

GeM Invoice No: GEM-45831294
GeM Invoice Date: 25-Jul-2024

Order No: GEMC-511687730738724
Order Date: 22-Jul-2024

[Click here to download seller invoice](#)

SHIPPING TO:

Consignee Name: Pratiksha Phadnis
Address: Ismail Yusuf College, Jogeshwari Station Road,
Jogeshwari east, Mumbai MUMBAI
MAHARASHTRA 400060

BILL TO:

Buyer Name: Anil Ramesh Chougule , Ravindra Ramchandra
Kalesh
Address: Ismail Yusuf College, Jogeshwari Station Road,
Jogeshwari east, Mumbai Mumbai MAHARASHTRA 400060
Higher and Technical Education Department Maharashtra
Director Higher Education
Department: Higher and Technical Education Department
Maharashtra
Office Zone: mumbai western
Organisation: Director Higher Education




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E-OFFICE

The screenshot displays an email client interface. The top navigation bar includes 'Mail', 'Contacts', 'Calendar', 'Tasks', 'Briefcase', 'Preferences', and 'My Dashboard'. The left sidebar shows 'Mail Folders' with 'Inbox (1112)' selected. The main area shows a list of emails, with the most recent one from 'EMD SHEET E OFFICE' selected. The email content is as follows:

EMD SHEET E OFFICE 3 messages

With reference to trail mail, OU master, Designation Master, Post Master has been created and as per EMD sheet Mr. Vijay Narkhede & Mrs. SAYLI CHARUDATTA KHANVILKAR account has been created & as per your requirement local admin and NDM role assigned to **Mrs. SAYLI CHARUDATTA KHANVILKAR**. So Rest of user creation will be done at your end.
File Head & Basic File head creation will be done. Primary File head, Secondary file head & Tertiary Code creation from your end. Once complete user creation contact me for file mapping.

URL: <https://mahaoffice.maharashtra.gov.in>
Wrapper name: ISMAIL YUSUF COLLEGE JOGESHWARI

For e-office Training link:
<https://youtu.be/oZzzhYwUMLU?si=0e7PBWgPICYh5DF>
https://youtu.be/xqXpYJ_Qr6U?si=eq8jOX8g46qnG3L
https://youtu.be/aRn_-wA7fU?si=IDBeZBeWU-bLPsk-

For Local Admin : FULL PIMS module Training link : <https://youtu.be/Fsro9n9Tizw>

For Your Technical Support,

- 1 Pravin bone- DPM (Mumbai Suburban)**
Mobile No- 8600392319
email id: bone.pravin@gmail.com
- 2 Sunil Bagul- District Project Lead (Mumbai Suburban)**
Mobile No- 8149011673
- 3 Rakesh Jha- eOffice Training Expert (Mantralaya)**
Mobile No- 7559421198
email id: eoffice.training-mh@mah.gov.in
- 4 Sujit Uke - Support Team Mantralaya**
Mobile no- 9552464324

-Thanks & Regards,
Sujit Uke
(+919562464324)
Support Team,Mantralaya,Mumbai

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Details of Charter Functions & Duties of Citizens

महाराष्ट्र शासनाचे
इस्माईल युसूफ कला, विज्ञान व वाणिज्य महाविद्यालय
नागरिकांची सनद
कार्ये व कर्तव्ये यांचा तपशील

कार्यालयचे नाव	इस्माईल युसूफ कला, विज्ञान व वाणिज्य महाविद्यालय
पत्ना	जोगेश्वरी (पूर्व), मुंबई - ४०० ०६०.
कार्यालय प्रमुख	प्राचार्य, इस्माईल युसूफ कला, विज्ञान व वाणिज्य महाविद्यालय
वेबसाईट	www.ismailyusufcollege.com
शासकीय विभागाचे नाव	उच्च व तंत्रशिक्षण विभाग, भद्रालय, मुंबई
विशिष्ट कार्ये	महाविद्यालयातील उच्च शिक्षण विषयक कार्ये
महाविद्यालयाचे ध्येय धोरण	ध्येय धोरणे तसेच कामाचे विस्तृत धरणे याबाबतची माहिती संगणक विषये सुचीत देण्याबाबत आदेशीत आहे.

कार्यासन निहाय वाटप

कार्यासन क्रमांक	विभागाकडून पुरविली जाणारी सेवा	प्रत्येक कामाची कालमर्यादा	दिवस/राज्य पूर्ण कार्यावारी	अधिकारी अधिकारी	कार्य निवारण अधिकारी
आरम्भ - १ व २	वर्ग १ व २ अधिकार्याची सेवा पुस्तकातील त्रुटी अद्ययावत ठेवणे. वेतन निव्वळ करणे. वार्षिक वेतन वाढ मंजूर करणे. निवृत्ती विषयक बाबी. पर बाधणी, वाढणे, समाकल आदीप्रथे प्रमाण मंजुरीसाठी पाठवणे. वैयक्तिक देयक मंजुरीकरिता पाठवणे. वर्ग १ व २ अधिकार्याची बाबतीची सर्व कामे.	शासन व संघालाक भाविक-दोलत लाकाकाळ स्वकार्यातील प्रकरणे. पंचासिन व परिषदासाठी पाठवणे वैयक्तिक देयक मंजुरी करिता पाठवणे निवृत्ती वेतन वाढणी मंजुरीकरिता पाठवणे पर बाधणी / वाढणे / समाकल अद्ययावत प्रमाण मंजुरीसाठी पाठवणे.	७ दिवस १५ दिवस १५ दिवस	सहायक शिक्षक	प्राचार्य
आरम्भ - ३ व ४	वर्ग ३ व ४ कार्यवाह्याची सेवा पुस्तकातील त्रुटी अद्ययावत ठेवणे. वेतन निव्वळ ठेवणे. वार्षिक वेतन वाढी मंजूर करणे. निवृत्ती वेतन विषयक बाबी. पर बाधणी, वाढणे, समाकल आदीप्रथे प्रमाण मंजुरीसाठी पाठवणे. वैयक्तिक देयक मंजुरीकरिता पाठवणे. वर्ग ३ व ४ कार्यवाहा बाबतची सर्व कामे.	अर्थसहाय्ये प्रमाण बंधीय कार्यवाह्याकडे पाठवणे. निवृत्ती वेतन मंजुरीकरिता पाठवणे रजा मंजूर करणे	७ दिवस १५ दिवस १५ दिवस		
अशासकीय लेखा	ध्येय धोरणे तसेच वार्षिक अद्ययावत ठेवणे. विद्यार्थ्यांची सर्व प्रकारचे शुल्क भणे.	विद्यार्थ्यांची शुल्क RBI चणे घरणे	५ दिवस		
शासकीय लेखा	शासकीय लेखातील त्रुटी अद्ययावत ठेवणे. वेतन, देयक, कर बाबतचा भवतांन विषयक बाबी व इतर कामे, आकस्मित खर्चाचे देयक, जिल्हा वार्षिक योजना, राज्य योजनाची देयके तयार करणे	वेतन वक्रीत पाठवणे व शासकीय शुल्क RBI चणे घरणे	१५ दिवस		
वेतन	वार्षिक अद्ययावत ठेवणे. सर्व अधिकारी व कार्यवाही यांचे वेतन देयक तयार करणे. तासिका तयार करणे. निवृत्ती विषयक देयक तयार करणे. भविष्य निर्वाह निधीचे देयक व इतर सर्व देयक तयार करणे. वर्ग ३ कार्यवाहाबाबत भविष्य निर्वाह निधीचे दिवस ठेवणे.	अधिकारी व कार्यवाही यांचे वेतन देयक तयार करणे तासिका तयार करणे निवृत्ती विषयक देयक	१५ दिवस ८ दिवस		
कनिष्ठ महाविद्यालयातील विद्यार्थ्यांची सर्व कामे	कनिष्ठ महाविद्यालयातील विद्यार्थ्यांची सर्व कामे				
विद्यार्थी	विद्यार्थी विषयक सर्व बाबी. वाढणीची फारस. वाढणी मंजुरीकरिता पाठवणे सर्व कामे.	सर्व बाबतीचे फारसे प्रकरणे प्रमाणे तयार करणे विद्यार्थी वार्षिक अद्ययावत ठेवणे अनुसूची विषयक प्रकरणे सी सभले / Transcript अद्ययावत ठेवणे विद्यार्थी वार्षिक अद्ययावत ठेवणे विद्यार्थी शुल्क अद्ययावत मंजूर करणे / जल नुकतावारी	१५ दिवस ४ दिवस ७ दिवस १५ दिवस ३ दिवस १० दिवस		
अशासकीय लेखा	ध्येय धोरणे तसेच वार्षिक अद्ययावत ठेवणे. विद्यार्थ्यांची सर्व प्रकारचे शुल्क भणे.	विद्यार्थ्यांची शुल्क अद्ययावत ठेवणे	५ दिवस		

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of Maharashtra Govt
Ismail Yusuf College of Arts, Science and Commerce
Details of charter
functions and duties of citizens

Name of the Office	Ismail Yusuf College of Arts, Science and Commerce
Address	Jogeshwari (East), Mumbai-400 060.
head of office	Principal, Ismail Yusuf Kala, College of Science and Commerce
website	www.ismailyusufcollege.com
Name of Government Department	Department of Higher and Technical Education, Ministry, Mumbai
specific functions	Higher education work in college
of the college	Goal strategies as well as broad nature of work Information about this in the subject list

Seat wise allocation

Session No	Services provided by the department	Time limit for each task	2 days to do	Assistant clerk	Adhikari
faith 1 and 2	Updating of Class 2 Officer's Service Book Entries, Pay Wasting, Sanction of Annual Pay Increment, Retirement Matters, House Construction, Vehicles, Computer Advances, Proposals for Approval, Medical Payments Approval, All Work Related to Class 1 & 2 Officers	Permits for immediate, formal matters, meetings and conferences on the part of the Government and Directors Referral for approval of medical payments Referral of non-retirement cases to Labour Ghar Bakhari Vehicles Computer Agomans Proposal Sending for Labour	7 days 15 days 15 days		
faith 3 and 4	Updating of Class 3 & 4 employees's service book registration, fixation of wages, approval of annual pay scales, matters relating to pension, construction of houses, vehicles, sending proposals for accountability advances for approval, sending medical payments for approval, Class 3 & 4 All works regarding employees	Forwarding the employee's proposal to the higher office. Remittance of Pension to Labour Grant of leave	7 days 15 days 15 days		
Non Governmental Accounts	Keeping up-to-date accounting records of self-prop, collecting all students fees.	Payment of school fees to RBI.	day		
government accounts	Maintaining Government Accounts, Paying, Payments, Checks for Taxes and other tasks, Payments of Contingent Expenses, District Annual Plans, State Plans etc.	Remittance of salary to bank and payment of government charges etc.	15 days		
Salary	Preparation of annual budget of all officers and employees Preparation of salary payments, preparation of hourly teacher payments, provident fund payments and all other payments, maintenance of provident fund accounts of classroom staff.	Payment of wages to officers and employees Teacher's payments on hourly basis	of the month 15th day 8 days		
junior	All works related to junior college students	Provident Fund Payments LC/TC/Bonafide Certificate	day day		

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PRINCIPAL
 Government of Maharashtra's
 Ismail Yusuf College of
 Arts, Science & Commerce.
 Jogeshwari (East), Mumbai - 400 060

Legislation to Provide Security to Government Servants

महाराष्ट्र शासन
इस्माईल युसूफ कला, वाणिज्य व विज्ञान महाविद्यालय
भारतीय दंड संहिता कायदे नुसार
सरकारी कर्मचाऱ्यांना सुरक्षा
प्रदान करण्यासाठी केलेले कायदे

अ.क्र	गुन्हा	भारतीय दंड विधान कायदा (I.P.C) कलम	शिक्षा
०१	सरकारी कामात अडथळा आणणे	३९३	२ वर्ष सश्रम कारावासाची शिक्षा
०२	सरकारी कर्मचाऱ्याशी वाद चालणे	५०४	२ वर्ष सश्रम कारावासाची शिक्षा
०३	सरकारी कर्मचाऱ्यास अपशब्द बोलणे	५०४	२ वर्ष सश्रम कारावासाची शिक्षा
०४	सरकारी कर्मचाऱ्यास धमकी देणे	५०६	३ ते ७ वर्षांची सश्रम कारावासाची शिक्षा
०५	सरकारी कर्मचाऱ्यास मारहाण करणे	३३२ व ३३३	३ ते १० वर्षांची सश्रम कारावासाची शिक्षा
०६	सरकारी कर्मचाऱ्यास कडून खंडणीची मागणी करणे	३८३/३८४ व ३८६	२ ते ७ वर्षांची सश्रम कारावासाची शिक्षा
०७	कार्यालयात जबरदस्ती प्रवेश करणे	४२७	२ वर्ष सश्रम कारावासाची शिक्षा
०८	सरकारी मालमत्तेस नुकसान पोहचवणे	३७८ व ३७९	३ वर्ष सश्रम कारावासाची शिक्षा
०९	सरकारी दस्तऐवज चोरी करणे	३७८ व ३७९	३ वर्ष सश्रम कारावासाची शिक्षा
१०	सरकारी दस्तऐवजास नुकसान पोहचवणे	३७८ व ३७९	३ वर्ष सश्रम कारावासाची शिक्षा
११	अनधिकृत जमाव गोळा करणे	१४१ व १४३	६ महिन्याची सश्रम कारावासाची शिक्षा
१२	सरकारी कार्यालयात गोंधळ घालणे	१४६/१४८ व १५०	६ महिने ते २ वर्ष सश्रम कारावासाची शिक्षा

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Maharashtra Government
Ismail Yusuf College of Arts, Commerce and Science
Legislation to provide security
to Government servants
under the Indian Penal Code Act

SAR	crime	Indian Penal Code (I.P.C) Sec	Education
01	Obstructing government work	393	2 years rigorous imprisonment
02	Arguing with a government servant	504	2 years rigorous imprisonment
03	Abusing a government employee	504	2 years rigorous imprisonment
04	Threatening a Government Servant	506	3 to 7 years of rigorous imprisonment
05	Assaulting a Government Servant	332 and 333	3 to 10 years rigorous imprisonment
06	Demanding extortion from a government servant	383/384 व 386	2 to 7 years of rigorous imprisonment
07	Forcible entry into an office	427	2 years rigorous imprisonment
08	Damage to government property	378 and 379	3 years rigorous imprisonment
09	Stealing government documents	378 and 379	3 years rigorous imprisonment



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