



Shree Amreli Jilla Leuva Patel Charitable Trust Surat Managed
Smt. Champaben Vasantbhai Gajera Pharmacy Mahila College

(AICTE Approved & GTU Affiliated) (Institute Code : 251)

Place : Smt. Shantaben Haribhai Gajera Shaikshanik Sankul, Chakkargadh Road, Amreli - 365 601,

Phone : (02792) 232321 –6, Fax : 232327 www.amrelisankul.org info@amrelisankul.org

ISO : 9001-2000

Outward No.:

Date :

CRITERION IV

4.3.1. Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection.

IT Policies

Updated on Oct-2022

Objectives:

The objectives of the IT policy are as follows:

- Create provision for annual maintenance expenses to ensure maximum efficiency of product.
- Leveraging information technology as a tool for the educational development of the institution.
- Up-gradation of products.
- To provide all required IT resource as per the academic program lay down by PCI and also introduce new IT technologies which will benefit the students.

Classification of IT policies:

- College database use policy
- IT hardware installation
- Software installation and licensing policy
- Network use policy

The above applies to stakeholders on campus.

- Students: UG and PG
- Faculty
- Employees



9/09/01/2022
PRINCIPAL/DIRECTOR
SMT. CHAMPABEN VASANTBHAI GAJERA
PHARMACY MAHILA COLLEGE
AMRELI.



Shree Amreli Jilla Leuva Patel Charitable Trust Surat Managed
Smt. Champaben Vasantbhai Gajera Pharmacy Mahila College
Administration staff
(AICTE Approved & GTU Affiliated) (Institute Code : 251)

Resources: Place : Smt. Shantaben Haribhai Gajera Shaikshanik Sankul, Chakkargadh Road, Amreli - 365 601,
ISO : 9001-2000 Phone : (02792) 232321 – 6, Fax : 232327 www.amrelisankul.org info@amrelisankul.org

- Outward No. _____
- Internet access
 - Data storage
 - Learning management service
 - Web application
 - Network devices
 - Official website
 - Documentation facility (Printer, scanners)
 - Official email service
 - In-housed developed software

Date : _____

Software installation and licensing policy:

Any computer that purchased by college or department should make sure that such system have all licensed software installed. It also makes sure that respective system have their latest's updated system.

Back up of data:

Any individual who deals with data should perform regular backups. Any virus or bug often destroys important data, without backups destroyed files may be impossible. Apart from this external hard drive or Google drive also is used for storage of data.

Antivirus software and its updating:

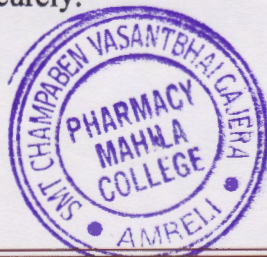
All computer used by institution should have antivirus software installed. And it should be active all time that responsible for keeping the computer system compliant with this virus protection policy.

Internet use policy:

Network connectivity provided through leased line internet. IT department is responsible for the maintenance and support of the network; any problem occurs must be dealt by College IT department.

Server Share:

All the department or individuals have access to server share facility, in which they can transfer important data easily and securely.



9/6/15/2023
PRINCIPAL/DIRECTOR
SMT. CHAMPABEN VASANTBHAI GAJERA
PHARMACY MAHILA COLLEGE
AMRELI.



Shree Amreli Jilla Leuva Patel Charitable Trust Surat Managed
Smt. Champaben Vasantbhai Gajera Pharmacy Mahila College

(AICTE Approved & GTU Affiliated) (Institute Code : 251)

Place : Smt. Shantaben Haribhai Gajera Shaikshanik Sankul, Chakkargadh Road, Amreli - 365 601,

Phone : (02792) 232321 – 6, Fax : 232327 www.amrelisankul.org info@amrelisankul.org

ISO : 9001-2000

Outward No.:

Date :

Video surveillance policy:

Cameras will be located at strategic points on the campus, mainly at the entrance and exits as well as in corridors also signs placed at main points that says CCTV is in operation. This is basically in order to reduce crime in college premises and ensures safety of staffs and students and also visitors.

The college has separate IT cell which is responsible are as follows:

- Maintenances of hardware and software.
- Reporting IT policy violation
- Report incidents related to network operations.
- Any other issues.



9/09/2023
PRINCIPAL/DIRECTOR
SMT. CHAMPABEN VASANTBHAI GAJERA
PHARMACY MAHILA COLLEGE
AMRELI.