

Tolani College of Commerce, Andheri (East), Mumbai - 400 093.
(Affiliated to University of Mumbai)
A.Y. 2018-2019

Best Practices No. 1:

1) Title: Minimize cash / cheque transaction

2) Objectives:

- To follow the Government of India's vision to move towards a cashless economy
- To minimize use of paper
- For e-governance
- For safe transactions

3) Challenges:

The College is facing following challenges with respect to minimizing cash and cheque transactions:

- As some of the learners of the College belong to relatively humble economic strata, they do not have a bank account. Some fee payments in cash are being received.
- Changing the mind set of learners and guardians in favour of cashless transactions.
- Security concerns about making online payments.

4) Practice:

In line with the vision of Government of India's vision for a cashless economy and with a view to minimize use of paper, the College is undertaking efforts to minimize cash and cheque transactions:

- The efforts include collection of fees from learners by way of demand draft.
- With a view to minimizing the use of paper the Colleges also is striving to reduce use of cheques for payments. As far as possible payments to vendors of books, computers and accessories, etc. are made through NEFT.

5) Constraints/Limitations:

- So far this initiative has been successful with respect to payments made by the College. Gradually, the College would also encourage learners to use digital modes for payment of fees.

6) Evidence of success:

- Cheque payments in 2016-2017 were 936, in 2017-2018 were 234 and in 2018-2019 were 200. It is thus evident that the initiative to make NEFT payment has been successful and the College to continue this practice.
- The number of learners paying fees in cash has come down over the years.

7) Problem encountered:

- Many payments such as examination fees, fines, etc. are very small sum and the College is facing difficulties in avoiding cash receipts.
- As the College does not have digital modes of receiving payments from learners, fee is accepted by the way of demand drafts, which is challenge with respect to the objective of minimizing the use of paper.

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Best Practices No. 2:

1) Title: Efforts towards Swachhta.

2) Objectives:

- To inculcate hygienic practices among learners.
- To create awareness in the community about the importance of hygiene and sanitation.

3) Challenges:

The College is facing following challenges with respect to promotion of Swachhta:

- As many learners come from humble background their knowledge about the importance of Swachhta is limited.
- Bringing about a change in the mind set of learners and community in the matters pertaining to cleanliness and hygiene.

4) Practice:

- The College conducts orientation sessions for the learners who have taken admission to the first year of under graduate programs and their guardians. Toilet etiquette is also a part of the session in which a PowerPoint presentation about the use of Indian and Western style toilets is explained.
- A group of seven learners of the College participated in the Swachh Bharat Summer Internship 2018. The College Principal was the mentor of this group.

5) Constraints/Limitations:

- Such efforts are little difficult to scale up.

6) Evidence of success:

- There is a perceptible improvement in the way learners are using the toilets in the College.
- The group of seven learners of the College, who participated in the Swachh Bharat Summer Internship 2018, successfully completed hundred hours and have been awarded certificates by Government of India.

7) Problem encountered:

- Water scarcity and access to sources of water and toilets in the community create problems in adopting hygienic practices.