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EDN-HE(14)99-2013/IT-CELL(AEBAS)VI-VI
Directorate of Higher Education
Himachal Pradesh - Shimla-1

Dated : Shimla the 20th May, 2023

To

1. All the Principals,
Govt. Colleges/Skt. Colleges
Himachal Pradesh
2. All the Dy. Directors of Higher Education
Himachal Pradesh.

Subject: **Instruction/suggestions regarding Biometric Attendance System in compliance to orders of Hon'ble High Court HP in Ex. Pet. No. 41 of 2022- titled as Rajneesh Pauly Vs State of H.P.**

Memo;

This is with reference to letter No. EDN-A-Chh(1)-1/2014 Dated 16th May, 2023 received from the Secretary (Education) to the Govt. of Himachal Pradesh Shimla-2 on subject cited above and in continuation of this office letter of even number dated 24th December, 2022 regarding attendance on Aadhaar Enabled Biometric Attendance System (AEBAS).

The following instructions are hereby issued for strict compliance of all:-

1. The biometric attendance of all officers/officials be made operational forthwith without fail.
2. The head of the institutions shall appoint nodal officer for Biometric Attendance System who will be responsible for system, generating the reports, monitoring infrastructure and follow up Administrative action.
3. The instructions as contained in the office manual, CCS (Leave) Rules 1972 and any other Rules/instructions issued from time to time from the Government or procedure notified regarding punctuality in attendance, marking of attendance through Biometric and leaves etc. shall continue to be enforced in addition to these instructions.
4. The selection of Biometric solution, deputing nodal officer, procurement of devices, generating attendance report, monitoring of attendance and reporting of cases of habitual

offender for further action by competent authority will be the responsibility of the concerned Head of Institution/Nodal Officer.

You are directed to circulate these instructions to all under your control for strict compliance. There should be no deviation from monitoring of Biometric attendance in any case. Any deviation of above would be viewed seriously.



Dr. Amarjeet K Sharma
Director of Higher Education
Himachal Pradesh
the May, 2023

Endst. No. even dated: Shimla-171001 20th

Copy to:

1. The Secretary (Education) to the Govt. of Himachal Pradesh for information please.
2. The Technical Officer (IT Branch) to upload on Departmental website.



Director of Higher Education
Himachal Pradesh

O/O The Dy. Director of Higher Education

Hamirpur, Distt. Hamirpur (H.P.)

Endst. No.EDN-HMR(PMIS)/2021-22/.....6037.....

Dated:- 20/05/23

Forwarded to all the Headmasters/ Principals of GH Schools/ G55 Schools and are directed to go through the contents of the letter and also follow the instructions as in the letter. Treat it most urgent. Laxity in this field will be viewed seriously.



Deputy Director of H.E. Education,
Hamirpur, Distt. Hamirpur (H.P.)