

Office of The  
**Deputy Commissioner Baramulla**

**Sub: Minutes of the Meeting held with regard to Aadhaar Based Biometric Attendance of Govt. Employees on 17.07.2018**

In order to take stock of the registration of employees under Aadhaar based Biometric attendance of Govt. Employees, a meeting was held under the Chairmanship of Addl. Deputy Commissioner Baramulla on 17.07.2018 at Dak Bungalow Baramulla. The officers listed in Annexure "A" attended the said meeting.

At the very outset, the Chairman expressed the urgency to get all the employees registered under Aadhaar Based Biometric Attendance so that the compliance report is submitted to the higher authorities in time and directed all the officers to expedite the process. Besides, all the technical aspects of the process were also explained to the participants and were advised to contact District Informatics Officer, Baramulla in case they face hiccups in getting the employees registered under AEBAS.

Expressing dismay over non-submission of information sought with regard to the subject matter on prescribed format, the Chairman informed in the meeting that only five departments have submitted the information so far and the remaining officers were directed to submit the same by 06:00 PM today. The devised format was also distributed among the participants and accordingly they were asked to submit the information viz No of total employees, No of employees having Aadhaar, No of employees without Aadhaar, No of employees registered under AEBAS etc. they were also directed to fix the targets for getting all the employees registered under Aadhaar and subsequently under AEBAS.

However, the participants raised query that some employees of their offices are not enrolled under Aadhaar and are unable to register due to huge rush at the enrolling destinations. In response, the participants were informed that machines have been installed at various locations for generation of Aadhaar No's to those employees who have not been registered so far. In case, if there is huge chunk of employees who do not have Aadhaar No's in any particular department, the participants were asked to intimate same so that Machines could be installed at favorable locations for generation of Aadhaar No's on fast track basis.

At last, the Chairman impressed upon all the participants to expedite the process with the advice to DDO's of concerned departments to ensure that all the employees of their departments have adhaar cards; otherwise their salaries shall not be released for the month. Besides all the departments were advised to install Adhaar Based Biometric attendance even if the non Adhaar based biometric attendance shall have to be replaced.

No: DCB/N/Estt/ 9138-61

Dated: -18-07-2018

Addl. Deputy Commissioner,  
Baramulla

Copy to the:

1. Divisional Commissioner Kashmir for favor of information.
2. Secretary to Govt. Information Technology department Civil Secretariat Srinagar for information.
3. Deputy Commissioner Baramulla for information.
4. ADC Sopore/ All SDM's/ All Tehsildars
5. District Informatics Officer (NIC) Baramulla.
6. All Sectoral/ District level Officers.....

18/7/2018  
for compliance.