

Government of Jammu and Kashmir
General Administration Department
Civil Secretariat, Srinagar

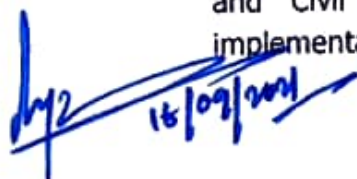
Subject: Biometric Face Recognition System at Civil Secretariat, Jammu and Srinagar.

Circular No. 36-JK(GAD) of 2021
Dated: 16.09.2021

With a view to ensure punctuality towards duties, 'Bio-metric Face Recognition System' has been installed in the premises of Civil Secretariat, Srinagar and Civil Secretariat, Jammu for monitoring the arrival and departure of the employees. However, it has been noted that some employees are not marking their attendance through the Bio-metric Face Recognition System, while there are some who are not registered on the system as yet.

The matter has been reviewed and following instructions are brought to the notice of all the concerned for strict compliance:

1. All the employees shall mark their attendance on arrival and departure electronically with effect from 27th of September, 2021 through 'Bio-metric Face Recognition System' at Civil Secretariat, Srinagar and Civil Secretariat, Jammu.
2. The employees who are not registered on Bio-metric Face Recognition System till date are directed to enroll themselves through Information Technology Department by or before 27th of September, 2021 positively, for which the Information Technology Department shall make immediate arrangements.
3. All Drawing & Disbursing Officers in the Civil Secretariat, Srinagar/Jammu shall draw the salary of the employees for the month of October and onwards only upon obtaining a report of Bio-metric attendance in respect of employees working in their departments.
4. The Information Technology Department shall install two additional 'Biometric Face Recognition Systems' each at Civil Secretariat, Srinagar and Civil Secretariat, Jammu at different locations to ensure implementation of COVID Appropriate Behaviour.



Sd/-

(Manoj Kumar Dwivedi) IAS,

Commissioner/Secretary to the Government

No. GAD-ESTB/216/2021-09-GAD

Dated: 16.09.2021

Copy to:

1. All Financial Commissioners (Additional Chief Secretaries).
2. All Principal Secretaries to the Government.

3. Principal Secretary to Hon'ble Lieutenant Governor, J&K.
4. All Commissioner/Secretaries to the Government.
5. All Secretaries to the Government.
6. Director Information, J&K.
7. Director Archives, Archaeology and Museums.
8. Director Estates, J&K.
9. Secretary General, J&K Legislative Assembly.
10. Private Secretary to the Chief Secretary, J&K.
11. Private Secretary to Advisor (F)/(B)/(BK) to Hon'ble Lieutenant Governor, J&K.
12. Private Secretary to Commissioner/Secretary to the, Government, General Administration Department.
13. In-charge website, GAD.
14. Circular/Stock file.

(Reyaz Ahmad Wani) JKAS 16/09/2021

Deputy Secretary to the Government