

कार्यालय- रक्षा लेखा प्रधान नियंत्रक (प.क.) चंडीगढ़, सैक्टर-9 ए- 160009
OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS (WESTERN COMMAND)
SECTOR-9 A, CHANDIGARH-160009

दूरभाष सं./LANDLINE NO.- 0172-2741611-14, 2741990, 2740445, फ़ैक्स/FAX- 0172-2742552

IMPORTANT CIRCULAR

No. AN/IV/1712/Disp/Bio.Att.

Dated: 30.08.2017

To,

The officer in-charge,
All sub offices.

3/2

Sub: Aadhar Based Biometric Attendance System.

It has been intimated by IT&S Cell, Local that Aadhar Based Biometric Attendance System (ABBAS) has been provided to all sub offices but the same has not been got installed by some of the sub-offices. Hence, all officer In-charges are advised that Biometric attendance machine must be got installed by 9th September, 2017 in their offices where the same has not been installed so far.

Further, it is intimated that from 15th September, 2017 attendance of all sub offices will be monitored in Main office. In this context, the points circulated vide this office important circular of even no. dated **27.07.2017** uploaded on PCDA (WC) website and forwarded to all sub offices may be kept in mind while marking attendance on ABBAS.

It is also intimated that all officer in-charges will be personally responsible if the Biometric attendance machine is either not installed in their office by 9th September, 2017 or attendance on machine is not marked by staff or BAS machine is reported to be not working beyond 2 days in case of sub-offices other than Chandigarh region and for more than 1 day in case of sub-offices at Chandigarh region. Failure to mark attendance twice a day will result in deduction of leave and disciplinary action as deemed fit against the concerned individual. Also, in case of any technical problem in machine or non working of machine, matter may be brought in notice of IT&S Cell of Main Office by Fax/e-mail immediately.


PCDA has seen.

- 30/-
(Sahil Goyal)
DCDA (AN)

Copy to:

The officer in charge,
IT& S Cell

: for uploading on the PCDA (WC) Website and
necessary action please.


(N K Dhiman)
SAO (AN)