

पंजाब केन्द्रीय विश्वविद्यालय

(संसद के अधिनियम सं. 25(2009) के द्वारा स्थापित)

गाँव एवं डाकघर: घुद्धा, जिला: बठिंडा-151401(पंजाब)

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Central University of Punjab

(Established vide an Act no. 25(2009) of Parliament)

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स्थापना शाखा / Establishment Branch

Ref. No. CUPB/Estt./Circular/2023/ 12

Date: 18.05.2023

CIRCULAR

The University is in the process to install Biometric Attendance Machine(s) at the Academic Block & Transit Block, to mark the attendance by the teaching & non-teaching employees (including contract) of the University on daily basis. This machine will work based on finger print or face recognition of the concerned employees.

Keeping in view, all teaching & non-teaching employees (including contract) are required to register themselves for the same in consultation with the I/c Computer Centre.

I/c Computer Centre is requested to make a plan for starting the registration process and inform to all concerned accordingly. After completion of registration process, the same is to be informed to the O/o the Registrar for further necessary action.

This issues with the approval of the Competent Authority.


Assistant Registrar (Estt.)

Copy to:

1. Assistant Registrar (VCO) : for kind information to the Hon'ble Vice-Chancellor.
2. PA to Registrar (I/c)/CoE : for kind information to the Registrar (I/c)/CoE.
3. DIA/DSW/Deans/Director, IQAC/Director, RDC/FO(I/c) : for kind information
4. All HoDs/HoD(O)s/Branch Heads/Section Heads : for information and necessary action.
5. All Faculty/Officers/Non-Teaching Staff : for necessary action please.
6. I/c Computer Centre : for necessary action w.r.t. installation of Biometric Attendance Machine(s) & registration process please.
7. Concerned File : for record.


Assistant Registrar (Estt.)