

**GOVERNMENT OF TELANGANA**

**OFFICE OF THE  
COMMISSIONER OF TECHNICAL EDUCATION  
TELANGANA:: HYDERABAD**

**Cir. Memo No: K3/11029/2015, Vol-II**

**Dt:05-10-2018**

Sub: TECHNICAL EDUCATION – Implementation of Biometric Attendance – Reg.

Ref: This office letters/memos of even No., Dt:03.08.2018, Dt:09.08.18, Dt:18.08.18, Dt:24.08.18 & Dt:20.09.18.

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The attention of the Principals of the Government Polytechnics is invited to the references cited, wherein the Bio-Metric Attendance is made mandatory for drawal of pay bills of staff.

It has been observed from the Bio-Metric Attendance of the staff of the Government Polytechnics, that in most of the Polytechnics only 70% to 80% staff have been marking the attendance via Bio-Metric System in spite of the instructions issued earlier.

In this connection, it is reiterated that w.e.f 21.9.2018 the faculty/staff of the Government Polytechnics who do not mark the Bio-Metric Attendance (both in and out) shall be treated as absent on the dates on which Bio-metric Attendance is not marked and their salary for the absent period shall not be drawn.

Further for the period from 21.7.2018 till 20.9.2018, the Principals are permitted to sanction eligible leave for the faculty/staff, who have not marked the Bio-metric Attendance, otherwise the same will also be treated as absence.

The Principals/OSDs/Staff are directed to implement the above said instructions scrupulously. Further, they should give compliance of entry of leave/absence particulars for the months of July to September 2018 in service book, within (07) days of these orders.

The receipt of the memo shall be acknowledged.

Sd/- Navin Mittal  
COMMISSIONER

To  
All the Principals of Government Polytechnics in the State.  
Copy to RJD (TE), T.S., Hyderabad.  
Copy to Stock File / Spare.

  
05/10/2018  
For COMMISSIONER