NOTICE

It has been decided to introduce the Aadhaar Enabled Biometric Attendance Systems(AEBAS) in the Department of Telecommunications.

- 2. All the Officers of ITS Group 'A' /TES Gr'B, JTOs, Supervisor, Sr.TOA, TOA, PA(DoT optee) under the Administrative Control of Establishment Division may register themselves <u>online</u> on the portal http://attendance.gov.in, immediately. A soft copy of photograph(not more than 150 KB) and Aadhaar Number are only required for registration.
- 4. Step for employee registration
 - Open the link http://attendance.gov.in
 - Complete the registration by filling two forms viz Personal Details and Organisation Details(copy of Registration form is attached).
 - In the Column Organisation Details, slect "Department of Telecommunications" only.
- 5. In case, the officers/officials who do not have computer access or they have any problem in registration, they may contact the **KIOSK** set up by NIC alongwith passport size coloured photo(not exceeding 100 KB) at Room No.1306, Sanchar Bhawan(Contact No.6901 or 6722).
- 6. This matter may be treated as "Most Urgent".

(D.N.San) Under Secretarty(SGT)

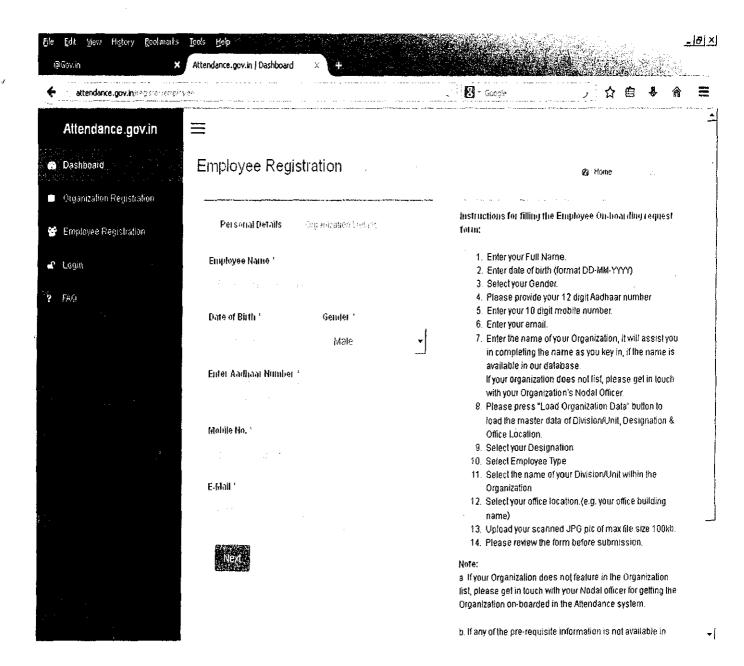
To

- i) All Officers of ITS Group 'A';
- ii) US(SNG), DoT(Hq.) for circulation amongst GCS Group 'B & C' officers;
- iii) S.O(STG-II), DoT(Hq.) for circulation amongst TES Group 'B' officers.

Copy to:-

- i) US(Admn.I) for information;
- ii) ADG(IT) for uploading on the DoT website.

Employee Registoation form-I



Employee Registration form _ II

