



File No. NESTS/State&HRissues/Uttarakhand/432/2022-23

Dated: 18/09/2025

**To,
The Nodal Officer,
State/UT EMRS Society**

Subject: Implementation of Aadhaar-Based Biometric Attendance System in EMRSs – reg.

Sir/Madam,

NESTS is receipt of several complaint regarding irregularities in the maintenance of attendance registers in few EMRSs, including instances of alleged forgery and manipulation by school staff. Such practices, if left unaddressed, undermine institutional discipline and adversely affect accountability and the smooth functioning of schools.

In view of the above, and keeping in mind the need to ensure transparency, accuracy, and uniformity in recording staff attendance across all EMRSs, it has been decided that every EMRS shall mandatorily implement Aadhaar-enabled Biometric Attendance system (AEBAS) for attendance of all Government Employees. The said system will serve as the sole and authentic mode for capturing the daily attendance of all employees, both teaching and non-teaching.

The Nodal Officer of the State EMRS Society is, therefore, requested to take necessary steps to ensure that each EMRS under the jurisdiction of the State is equipped with a functional biometric attendance system. The installation may either be arranged by the State/UT EMRS Society, or Principals of EMRSs may be instructed to undertake procurement and installation of biometric machines at the school level, strictly in accordance with GFR provisions and prescribed technical specifications.

Accordingly, the following directions are hereby issued for immediate compliance:

1. **Installation of Biometric Machines:** Each EMRS shall install Aadhaar-enabled biometric attendance devices at suitable locations within the school premises, ensuring accessibility to all staff members. Special arrangements such as devices at lower heights, desk-based machines, or face recognition machines must be provided. For Divyang Employees.
2. **Mandatory Use:** All staff members, without any exemption, must mark their attendance through AEBAS without fail. Manual registers, if maintained, shall only serve as supplementary records and not as the primary basis of attendance.

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3. Compliance Timeline: The installation and operationalization of the biometric system shall be completed within a period, 60 days] from the issuance of this letter. A compliance report, duly signed by the Principal of each EMRS, shall be submitted to the State EMRS Society within the stipulated time frame.

4. Responsibility and Oversight: Principals of EMRSs shall be personally responsible for ensuring the effective functioning of the biometric system and strict adherence by all employees. Any deviation, negligence, or attempt to circumvent the system shall be viewed seriously and may invite administrative and disciplinary action. Biometric machines must remain functional at all times.

The introduction of Aadhaar-based biometric attendance marks an important step towards strengthening institutional integrity, ensuring punctuality, and enhancing service delivery standards in EMRSs. The cooperation of your office is solicited in issuing necessary instructions to all schools under your jurisdiction and in monitoring compliance with this directive.

This may kindly be treated as most urgent.

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**Deputy Commissioner,
NESTS**