



NESTS/H-1/124/NESTS-Guidelines/2025-26

Dated: 19/01/2026

To
The Nodal Officer
State/UT EMRS Societies

Subject: Revised guidelines regarding implementation of Biometric Attendance System in EMRSs – reg.

Sir/Madam,

With reference to this office circular regarding implementation of Aadhaar Enabled Biometric Attendance System (AEBAS) in EMRSs, it is informed that representations have been received from Principals highlighting practical difficulties in implementing Aadhaar enabled biometric attendance due to connectivity issues, technical constraints, or other administrative challenges.

2. After careful consideration of the issues raised, it has been decided that EMRSs facing genuine difficulties may adopt normal (non-Aadhaar) biometric attendance systems, as an interim arrangement, to ensure regular and transparent attendance recording. This arrangement is only temporary and efforts should be made to have internet connection with high-speed connectivity.

3. Accordingly, the revised directions are issued as under:

(i) Mode of Attendance:

- a) Aadhaar enabled biometric attendance shall be implemented.
- b) In EMRSs where Aadhaar enabled attendance is not feasible due to technical or operational constraints, normal biometric attendance machines (fingerprint/face recognition) may be installed and used temporarily. However, efforts should be made to have internet connection with high-speed connectivity to overcome the technical issues.

(ii) Installation of Biometric Machines:

Each EMRS shall ensure installation of a functional biometric attendance machine within the school premises, preferably in the ground floor of academic block. Suitable arrangements shall be made for Divyang employees, including use of alternative biometric devices, if required.

(iii) Mandatory Use:

All teaching and non-teaching staff shall mandatorily mark attendance through the biometric system only. Manual attendance registers, if maintained, shall be treated only as supplementary records. The attendance in the same may be considered on those days when biometric system fails.

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(iv) **Responsibility:**

Principals of EMRSs shall be responsible for proper installation, regular functioning, and strict compliance of the biometric attendance system. Any lapse or manipulation shall be viewed seriously and may attract administrative action. Arrangement for AMC is also to be made to keep the biometric system always functional.

(v) **Compliance Report:**

A report indicating the type of biometric system adopted (Aadhaar-based or normal biometric), along with the status of installation and operation, shall be submitted by the EMRSs to NESTS within the stipulated timeline. Efforts made to install AEBAS are also to be communicated.

4. In this regard, the Nodal Officers of the State/UT EMRS Societies are requested to instruct all EMRSs and Principals under their jurisdiction to strictly follow the above guidelines and also provide necessary support for effective implementation of these instructions.

This may be treated as **most urgent**.

This issues with the approval of the competent authority.

Yours sincerely,

-sd-
(Kumud Kushwaha)
Deputy Commissioner

Copy to:

- 1) The Principals, All EMRSs – With the direction to ensure installation and functioning of biometric attendance system. If AEBAS is not installed, continuous efforts are to be made for the same.
- 2) State Consultants, NESTS
- 3) NESTS' Website