



**OFFICE OF THE DEAN ACADEMIC AFFAIRS  
RAJASTHAN TECHNICAL UNIVERSITY**

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RTU/DAA/F(17)04/2016/2549 |

Date: 30.05.2016

To  
The Principal/Director  
RTU affiliated colleges

**Sub:** Daily attendance recording of faculty & staff by Biometric System.

**Ref.:** Letter from Governor's Secretariat -

1. F.1(29)RB/2015/6637, dated 28.09.2015 and
2. F.1(29)RB/2015-Part/3996, dated 19.05.2016.

Sir/Madam

In compliance to the above referred letters, University had issued directions vide letter no. RTU/DAA/F(17)04/15/2478, dated 07.10.2015 and RTU/DAA/F(17)04/2016/2549, dated 30.05.2016 to implement biometric system mandatorily in affiliated colleges for recording the attendance of each faculty & staff every day.

It has been reported that compliance report of the most of the institutes have not been received till date.

You are further directed to submit the compliance by 10.06.2016 without fail otherwise it will be assumed that your institute has not implemented the Biometric System and same will be informed to Governor's Secretariat.

The matter may be given top priority.

Yours sincerely

Dean, Academic Affairs