

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
Ansari Nagar, New Delhi-29  
(ESTABLISHMENT SECTION-I & II (DO))

No.F.20-06(MISC)/2020-Estt.I

Dated:31.03.2020

**OFFICE MEMORANDUM**


**Subject: Exemption to employees to mark biometric attendance in Biometric Attendance System - Extension thereof.**  
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In continuation of this office memorandum of even number dated 13<sup>th</sup> March, 2020 on the subject cited above, the undersigned is directed to convey the decision/approval of the Competent Authority to exempt marking of attendance through Biometric Attendance System till 14<sup>th</sup> April, 2020. However, all the employees are required to mark their attendance in attendance register during this period.

All Chief of Centre/Head of Departments/Dean/Medical Superintendent/Section Officers are requested to kindly bring the above information to the notice of all faculty members/Officers/employees, under their control for compliance.

This issues with the approval of the Competent Authority

Hindi version follow

  
(DEO NATH SAH)  
CHIEF ADMINISTRATIVE OFFICER

**Distribution :-**

1. All Chief of Centres.
2. All Head of Departments.
3. The PPS to Director/PS to Dean (Research/ Acad/Exam)/MS/DD(A)/Sr. FA/CAO/Dy. Secy, AIIMS, New Delhi.
4. **The Computer Facility** - with a request to upload this on official website of the Institute
5. **The Sr. Hindi Officer** - with a request to provide the Hindi version of the same for uploading on AIIMS website.

Sh. Sajew K. S.P.  
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