

DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT,
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI,
1, PT. RAVI SHANKAR SHUKLA LANE, K.G. MARG, NEW DELHI-01

No.F. 10/(27)/Admn./DWCD/IT/2016/ 19504-46

Dated

Sep., 2016

14 SEP 2016

Sub.-: Linking the attendance of staff with web based Biometric Attendance Systems.

Administrative Reforms Department to ensure punctuality in the offices and to curtail delay in payment of salary/wages to staff has issued instructions for installation of web based biometric attendance systems in all offices to cover all staff including contractual and outsourced. In respect of staff deployed on outsource basis to enable the manpower deploying agencies (ICSIL/NIELET/NICSI) to release their wages of outsource staff in time bound manner, directions for providing **read only as well as printing access of attendance servers** has also been issued.

As per records collected from Care Taking Branch, the Department has already installed 20 Bio Metric Attendance Monitoring Machines at different locations to cover the staff working in various offices and AMC for upkeep of the systems has been assigned to M/s Business Worldwide, 15/36, 3rd Floor, Old Rajender Nagar, New Delhi for the period **09.07.2016 to 08.07.2017**.

To ensure compliance of instructions of AR Department, Assistant Programmer (IT) and Assistant Director (CT) are hereby assigned the responsibilities of getting installed web based/Gol's Aadhaar based biometric attendance systems in such offices of the Department where as on date no systems are installed, so that all staff including contractual/outsource are registered for bio metric attendance. Existing biometric attendance systems, if not already working on net, shall be linked with net and converted into web based. **Read only and printing facility** is also required to be provided to M/s Intelligent Communications Systems India Limited (ICSIL) and NIELET in respect of Systems of all such offices where the staff are working on outsourced basis from ICSIL or NIELET, as the case may be.

HOO's of Offices of the Department which are not already covered by biometric attendance systems shall approach Care Taking Branch for installation of Gol's Aadhaar Based Biometric Attendance systems, immediately.

This issues with the approval of the Director-WCD.

(G.C.Lohani)

Dy. Director (Admn.)WCD

- ✓ (i) Assistant Programmer (IT), DWCD
(ii) Assistant Director (Care Tacking) DWCD

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Copy forwarded to:-

1. P.A. to the Director, Department of Women & Child Development, GNCT Delhi, Delhi
2. Special Director (DWCD)
3. Additional Director (ICDS),
4. All Deputy Directors WCD (HQ) and all District Women & Child Dev. Officers, Delhi/New Delhi
5. Deputy Controller of Accounts, WCD (HQ)
6. All Branch In-charges, WCD (HQ)
7. All DDO/HOO's of DWCD.

(G.C.Lohani)

Dy. Director (Admn.)WCD

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE REFORMS DEPARTMENT
7TH LEVEL, 'C'-WING, DELHI SECRETARIAT,
I.P. ESTATE, NEW DELHI 110 002
Email: arupdate@nic.in Fax: 23392621

Dept. of Administrative Reforms
Govt. of NCT of Delhi

07 SEP 2016

16/01/2012/AR/Pt. file/5339-5458 Date:06.09.2016

Exp. No. 7479

Meeting Notice

Regarding attendance of contractual/outsourced employees.

A meeting shall be held under the chairmanship of Secretary (AR) on Thursday, the 8th September 2016 at 4:00 P.M. in CR-III, Delhi Secretariat to review the progress made in respect of decisions taken in the meeting regarding timely payment of wages to contractual/outsourced workers, held under the chairmanship of Chief Secretary on 12.08.2016.

The agenda of the meeting shall be as under:-

i) Status regarding providing the list of manpower of ICSIL/NIELIT/NICSI to all HODs.

Action: ICSIL/NIELIT/NICSI

ii) Status regarding development of own web based attendance system by ICSIL/NIELIT and NICSI.

Action: ICSIL/NIELIT/NICSI

iii) (a) Status of implementing the GoI's Aadhaar based biometric system by the departments where web-based attendance system is yet to be adopted.

(b) Status of implementing the GoI's Aadhaar based biometric system by the departments, after expiry of current contract period which are running some other biometric attendance system.

Action: All Departments

All concerned are requested to attend the meeting alongwith present status on above points.

Attendance system by DDL Admin/TA 07/09/16

(Signature)
(AMITABH JOSHI)
Dy. Director (AR)

Copy for information and necessary action to:-

1. All H.O.D.s of GNCT of Delhi, with the request to depute officer-in-charge in the matter to attend the meeting.
2. M.D.-ICSIL, NIELIT, NICSI.
3. S.O. to Chief Secretary of Delhi, for information

ACopy to OSD.

