



कार्यालय रक्षा लेखा महानियंत्रक,
उलन बटार रोड, पालम, दिल्ली छावनी-10
Office of the CGDA,
Ulan Batar Road, Palam, Delhi Cantt.-10



No. AN/III/3012/Misc/BAS dated 17.06.2019

To

All PCsDA/CsDA/CsFA/PIFAs/IFAs/RTCs
Admin-IV (Local)
(Through CGDA's website)

Subject: **Bio-metric Attendance System (BAS) for punctuality in Defence Accounts Department-reg.**

As per the directions of Government of India, Aadhar Enabled Biometric Attendance System (AEBAS) was to be implemented in the Defence Accounts Department for marking attendance by all the officers and staff. Accordingly, guidelines/instructions were issued to all the field offices vide HQrs letter dated 20.02.2015 and 16.07.2015 for implementation of AEBAS and enrolment of officers/staff.

It has come to the notice of the Competent Authority that directions/instructions issued by the HQrs office on the subject are not being followed properly by the field offices. Regular complaints are being received regarding non-punctuality and non-marking of attendance on AEBAS by the officials of the department. AEBAS has also not been implemented in some of the sub-offices. The same has been viewed seriously by the Competent Authority.

In view of the above, all the Principal Controllers/Controllers are requested to look in to the matter and ensure that:

- 1) Registration of all the sub-offices under your organisation on AEBAS.
- 2) Enrolment of all Officers/Staff on AEBAS.
- 3) Marking of attendance by all the officers and staff under your organisation through AEBAS.

A report indicating the present status may please be furnished urgently through E-Mail (anIII.cgda@nic.in) for perusal of the Competent Authority.


(Rajeev Ranjan Kumar)
Dy. CGDA (AN)