



BABA GHULAM SHAH BADSHAH UNIVERSITY, RAJOURI- (J&K)

Established by Government of Jammu & Kashmir
Recognized by UGC under Section 2(f) and 12(B)

ORDER

It is hereby ordered that the University has switched over to Biometric Attendance System for its employees at main Campus and off-site campuses / offices and is in the mid of registration and configuration of Biometric equipments. Therefore, the employees who got their user Id and password shall mark their attendance on the Biometric machines as soon as they are registered. However, after July 15, 2024, all employee shall have to mark their attendance on Biometric machines. Salary in respect of employees found in non-compliance of the orders shall not be released.

Sd/-
(Shahbaz Ahmed Mirza), JKAS
REGISTRAR

No. BGSBU / Estab / 24 / 567

Date: 03-07-2024

Copy to

1. Associate Dean Academic Affairs
2. All Associate Deans Schools of Studies / Associate Dean of Students
3. Chief Proctor
4. All Principals / HoDs / Deputy Director / Co-ordinator
5. Provost of Halls / Chief Wardens /
6. Chief Pay & Accounts Officer / DDO
7. All Controlling Officers
8. Co-ordinator CITES for uploading on University's website and circulation
9. All concerned
10. File

Shahbaz Ahmed Mirza
Joint Registrar
Establishment
Shahbaz Ahmed Mirza