

**Indian Council of Agricultural Research**  
**Krishi Bhavan : New Delhi**

F.No.Admn./8/3/2014-W.S.

Dated the 22nd April, 2015

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To

All the Directors of Institutes/ Directorates/ National Research Centres/ Project Directorates/ Bureaux/ Zonal Project Directors under ICAR

**Sub: Aadhaar Enabled Biometric Attendance System (AEBAS) regarding**

Sir/ Madam,

This is with reference to Council's letter of even number dated 26<sup>th</sup> November, 2014 on the subject mentioned above. It is informed that NIC has prepared an on-boarding Manual which will enable new offices to quickly on board on AEBAS and which is also considered to serve as Hand Book for organizations that are implementing AEBAS for their employees. The said Manual is available at ([www.attendance.gov.in](http://www.attendance.gov.in)) for information/ guidance.. The web link is ([www.attendance.gov.in](http://www.attendance.gov.in) → **FAQ** → **Guidelines for Phase-II**) . Further it is informed that in order to check the status for registration of ICAR institutes at Attendance Portal, the institute may visit the website([central.attendance.gov.in](http://central.attendance.gov.in)). The weblink is ([central.attendance.gov.in](http://central.attendance.gov.in) → **Dashboard** → **organization** → **search**). In case the registration is still pending the matter may be taken up directly with NIC attendance help desk under intimation to the Council.

Yours faithfully,



( P. Sakthivel )

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