

**GOVERNMENT OF TELANGANA
DEPARTMENT OF TECHNICAL EDUCATION**

Lr.No.K3/11029/CC & Bio-metric/2015

Dated: 03-09-2016

From
Dr. M.V. REDDY, I.A.S.
Director of Technical Education
Telangana State, Hyderabad

To
1. The Director General,
Centre for Good Governance,
Hyderabad
2. Assistant Director General,
UIDAI, Regional Office,
Hyderabad

Sub: Technical Education - Minutes of the Review Meeting held by the Director of Technical Education, T.S., with Senior Officers of DTE, SBTET, RJDTE, CGG and UIDAI offices. on 30.08.2016 at 04.00 P.M - Communicated - Reg

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It is to inform that the meeting was convened with certain officers on 30.08.2016 at 04.00 Pm at the O/o Director of Technical Education on proper implementation of bio-metric attendance system in Government Polytechnics and offices in Technical Education Department.

The minutes of the said review meeting is hereby communicated to takeup further action and compliance in the matter.

Encl: As above

Yours faithfully
Sd/- Dr. M.V. REDDY
DIRECTOR

To

- ✓ The Principals of all the Govt. Polytechnics under the control of TE department.
The Regional Joint Director (TE), Hyderabad.
The Secretary, SBTET, Hyderabad
- ✗ Copy to Joint Director (Admin), O/o DTE
Copy to concerned Officers of the Directorate of Technical Education.
Copy submitted to Special Chief Secretary to Government,
Higher Education Department, Telangana Secretariat, Hyderabad
Copy to the Stock File/ Spare.


For **DIRECTOR**


6/9/16

MINUTES OF THE MEETING HELD BY THE DIRECTOR OF TECHNICAL EDUCATION WITH CGG, UIDAI, SECRETARY, RJD AND DTE OFFICIALS ON 30.08.2016 AT 04.00 PM IN THE PROF JAYASHANKER CONFERENCE HALL O/O DTE, ON PERFORMANCE OF BIO-METRIC ATTENDANCE SYSTEM BEING IMPLEMENTED IN GOVERNMENT POLYTECHNICS AND OFFICES IN TE DEPT

The DTE reviewed the functioning of the Bio-metric attendance system being implemented in the Govt. Polytechnics and offices of TE Dept. with the senior officers of DTE, SBTET, RJDTE, CGG and UIDAI offices. on 30.08.2016 at 04.00 P.M.

The deliberations were held on the steps to be taken at Institution level, CGG level and at Aadhaar level to resolve problems faced by the students and staff of Government Polytechnics in the offices of TE Dept.

The Deliberations were held on the following points:

- I. Exception Handling: The error messages generated while recording Bio-metric attendance system are confusing to the students and staff and are not able to understand the nature of the problem and action to be taken when error occurred.
- II. The process of connecting end device to CIDR server of UIDAI in Bio-metric attendance system involves different elements like End device (at Institution), CGG server (at CGG) and CIDR server of UIDAI (at UIDAI, Regional Office) and Internet connectivity.

The following decisions are taken after thorough deliberations:

1. The generation of error messages depends on software coding by CGG, device software of vendor. Visit 1 or 2 institutes during bio-metric attendance recording (in the morning hours) to note different error messages generated. Inform the same messages to CGG and vendors to make necessary changes in the software so that students and staff can understand the nature of problem and can take appropriate steps for smooth functioning of Aadhaar based Bio-metric attendance system.
(Action: OSD, IT incharge)
2. Exception handling in coding shall be done properly so that students and staff can understand the nature of problem. The error messages should be functionality based not on device based (Should be uniform for USB device, POS device, Tab type device).
(Action : CGG)
3. The vendors should be asked to develop compatible software.
(Action: OSD, IT incharge and CGG)
4. Sizing of application server (CGG server) and bandwidth to handle the load at peak time is to be examined.
(Action : CGG)
5. Maintain devices in working condition and keep internet connectivity up.
(Action : Principals)
6. Verify student's Aadhaar number with original Aadhar card, Verify physical identity and number entered in the website if a student is not able to record his bio-metric attendance.
(Action : Principals)
7. Binding devices and Institutes: Necessary changes are to be made in software to bind bio-metric devices with the institutes based on MAC ID.
(Action: CGG)

8. Facility to sort staff attendance based on time field shall be examined.
(Action: CGG)
9. Necessary steps shall be taken to make 1st year students, transferred students, IVC students and re-admitted students to record their bio-metric attendance immediately after the students join the institution.
(Action : SBTET, RJD, CGG)
10. The improvement in the performance of the Bio-metric attendance system shall be reviewed after 1 month with the help of UIDAI team.
(Action: CGG, OSD IT incharge)

Sd/- Dr. M.V. REDDY
DIRECTOR


For DIRECTOR


6/10/16