



अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर (छत्तीसगढ़)  
**All India Institute of Medical Sciences, Raipur (Chhattisgarh)**  
Tatibandh, GE Road, Raipur-492 099 (CG)  
[www.aiimsraipur.edu.in](http://www.aiimsraipur.edu.in)

No. 10/02/2022-23/Admin/813

Date: 04-08-2022

### **OFFICE ORDER**

In reference to Circular No. 22/22/2019/ADMIN/3597 dated 07.03.2022 (copy enclosed), it has been observed that many faculty members, officers and staff of AIIMS Raipur are not marking their attendance regularly in the Aadhaar based Biometric Attendance System at AIIMS Raipur.

In this regard, it is being advised that all faculty members, officers and staff of AIIMS Raipur shall mark their attendance compulsorily in the Aadhaar based Biometric Attendance System at AIIMS Raipur with immediate effect, in addition to marking their attendance in the Attendance Register maintained in their respective department/section/office, as the salary shall be prepared as per attendance marked in the Aadhaar based Biometric Attendance System at AIIMS Raipur.

While marking the Biometric Attendance, COVID appropriate behaviour should be strictly followed.

This issues with the approval of Director, AIIMS Raipur.

**Encl.:** As above.

(V. Sitaramu)

**Sr. Administrative Officer  
AIIMS Raipur**

### **Circulation:**

1. Director, AIIMS Raipur.
2. All Deans, AIIMS Raipur.
3. Dy. Director (Administration), AIIMS Raipur.
4. O/o Medical Superintendent, AIIMS Raipur.
5. Financial Advisor, AIIMS, Raipur.
6. Superintending Engineer, AIIMS Raipur.
7. Principal, College of Nursing, AIIMS Raipur.
8. All H.o.D.s/faculty members/officers/staff, AIIMS Raipur.
9. All Notice Boards, AIIMS Raipur.
10. Office Copy.



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एम्स रायपुर

No. 22/22/2019/Admin/3537

Date: 07-03-2022

### **Circular**

In supersession of Circular No. 22/22/2019/ADMIN/2155 dated 14.01.2022 (copy enclosed), it has been decided that all faculty members, officers and staff of AIIMS Raipur shall mark their attendance in the Aadhaar based Biometric Attendance System at AIIMS Raipur with immediate effect in addition to marking their attendance in the Attendance Register maintained in their respective department/section/office. While marking the Biometric Attendance, COVID appropriate behaviour should be strictly followed.

This issues with the approval of Director, AIIMS Raipur.

**Encl.:** As above.

(V. Sitaramu)

**Sr. Administrative Officer**  
AIIMS Raipur

#### **Circulation:**

1. Director, AIIMS Raipur.
2. Dean (Academics), AIIMS Raipur.
3. Dy. Director (Administration), AIIMS Raipur.
4. O/o Medical Superintendent, AIIMS Raipur.
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