



संत लौगोवाल अभियांत्रिकी एवं प्रौद्योगिकी संस्थान,  
लौगोवाल, संगरूर, पंजाब - १४८ १०६  
(मानव संसाधन मंत्रालय के अधीन समविश्वविद्यालय)  
**Sant Longowal Institute of Engineering and Technology**  
**Longowal, Dist. Sangrur, Punjab - 148106**  
(Deemed University under MHRD)

Ref. No. SLIET/Admn./ 4463-66

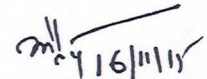
Date: 16/11/15

**OFFICE ORDER**

The Biometric Attendance System (BAS) has been implemented in the Institute vide Office Order No.SLIET/Admn./2015/4453-57 dated 13.11.2015. For smooth functioning of BAS, following officials are hereby designated as Biometric Admins.:-

- (a) FI (ACSS)
- (b) DR (Admn.)
- (c) FI (Security)

This bears approval of the Competent Authority.

  
**Col. Arun Kainthla (Retd.)**  
**Registrar**

A copy of above is forwarded to :-

1. Director's Secretariat - for kind information.
2. All Deans
3. All HODs/Section Incharges
4. File copy

SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY  
LONGOWAL (DISTRICT SANGRUR) PUNJAB  
(DEEMED UNIVERSITY UNDER MHRD)

OFFICE OF THE REGISTRAR

Ref. No. SLIET/REG/2015/ 3369

Dated : 01/December, 2015

**OFFICE ORDER**

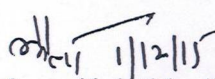
Subect : Biometric Attendance System (BAS) at SLIET.

This is in continuation to the office order bearing Ref. No. SLIET/Admn/2015/4453-57 dated 13<sup>th</sup> November, 2015 read with No. SLIET/Admn/2015/4463-66 dated 16<sup>th</sup> November, 2015, on the subject cited above.

In the above context, it has been experienced that due to certain technical and administrative reasons, some of the sections/departments are not in a position to mark their attendance through the Biometric Attendance System (BAS). The matter has been considered by the competent authority in this regard.

In view of the above position, it is hereby decided that the manual system of marking the attendance in the registers shall also continue till 31<sup>st</sup> December, 2015.

This bears the approval of the competent authority.

  
Col Arun Kainthla (Retd)  
Registrar

Copy to :-

1. Director SLIET – for kind information please.
2. All Dean/HODs/Sections Incharge – for information and circulation
3. FI (ACSS)
4. DR (Admn)
5. File copy.





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(मानव संसाधन मंत्रालय के अधीन समविश्वविद्यालय)  
**Sant Longowal Institute of Engineering and Technology**  
**Longowal, Dist. Sangrur, Punjab - 148106**  
(Deemed University under MHRD)

Ref. No. SLIET/ Admn/6235-38

Date: 08/01/16

**OFFICE ORDER**

Subject: Biometric Attendance System (BAS) at SLIET.

This is in continuation to the Office Order No.SLIET/REG/2015/3369 Dated 01-12-2015 on the subject cited above.

In the above context, it has been experienced that due to certain technical and administrative reasons, some of the sections/departments are not in a position to mark their attendance through the Biometric Attendance System (BAS). The matter has been considered by the competent authority in this regard.

In view of the above position, it is hereby decided that the manual system of marking the attendance in the registers shall also continue till 31<sup>st</sup> January, 2016.

*Bansal*  
7/1/2016  
(Dr. Sanjeev Bansal)  
Registrar

A copy of above is forwarded to :-

1. Director's Secretariat - for kind i
2. All Deans
3. All HODs/Section Incharges
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(भारत सरकार, मा.स.वि.म. के अधीन समविश्वविद्यालय)  
Sant Longowal Institute of Engineering & Technology  
Longowal, District-Sangrur, Punjab- 148106  
(Deemed University under MHRD, Government of India)

संदर्भ सं/Ref.No. SLIET/202/893

दिनांक / Date: 28/01/16

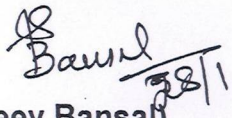
### OFFICE ORDER

Subject: Biometric Attendance System (BAS) at SLIET.

This is in continuation to the Office Order No.SLIET/Admn.2015/4453-57 dated 13.11.2015 and No.SLIET/Admn./6235-38 dated 08.01.2016 on the subject cited above.

Marking of attendance from February 1, 2016 is mandatory failing which the official would be treated as absent. All HOD's and Section Incharges are requested to make alternate arrangements where PCs are not available for marking attendance or BAS is non-functional due to any technical/administrative reasons.

Additional BAS machines lying unutilized may be installed in the office of the faculty members in bigger departments so that the faculty and staff may mark their attendance at these locations also.

  
(Dr. Sanjeev Bansal)  
Registrar

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संदर्भ सं/Ref.No. SLIET/REG/931

दिनांक /Date: 04/02/2016

### OFFICE ORDER

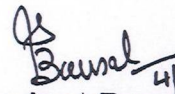
Subject: Biometric Attendance System (BAS) at SLIET.

This is in continuation to the Office Order No.SLIET/Reg/893 dated 28.01.2016 on the subject cited above, for marking of attendance from February 1, 2016.

During the meeting of Deans and HODs it has been recommended that due to the technical/administrative reasons being faced by the faculty and staff members. BAS attendance may be kept in abeyance for the time being. An internal committee will be constituted for the purpose.

Accordingly, the competent authority has decided that manual system of attendance will continue till further orders for smooth functioning of the Institute.

All the HODs would ensure the availability of faculty & staff, during the working hours.

  
(Dr. Sanjeev Bansal)  
Registrar

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