

Dear Sir,

Reference RTI No. IITJK/R/T/24/00115 received through online, in favor of Sh. K Aaryan information is as below.

Q. No.	Reply
1. Kindly provide the information regarding the procedure and medium used to mark attendance for all regular employees (faculty/staff) in CFTIs.	बायोमेट्रिक Biometric
2. Kindly provide the details with proof that how the Director/ Chancellor/ Competent Authority of CFTI's monitors the attendance of Group A officers.	निदेशक की निगरानी के अंतर्गत: क) संकाय: कक्षा उपस्थिति प्रणाली के माध्यम से। बी) स्टाफ: संबंधित अनुभाग प्रमुखों/एचओडी के माध्यम से। Director monitors the attendance: a) Faculty: Through the classroom attendance system. b) Staff: Through respective section heads/ HoDs
3. How many CFTIs made compulsory biometric attendance to all levels of employees including faculty (please provide proof specially of Group A).	प्रश्न आईआईटी जम्मू स्तर पर लागू नहीं है। Question not applicable at IIT Jammu level.
4. Are Group A officers in CFTI's are kept independent and told not to mark attendance. How CFTI's monitor the attendance for Group A officers.	ऐसा कोई निर्देश नहीं है। जैसा कि धारा 2 में बताया गया है। No such instructions. As explained at ser 2.
5. Being as an Autonomous body all CFTI's institute should follow the office order issued by the Ministry or not.	मंत्रालय द्वारा स्पष्ट किया जा सकता है। May be clarified by the Ministry.
6. As per the orders issued by the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training (DoPT) vide Office Memorandum F.No.11013/9/2014- EsttA-III dated 1st November 2021 and F.No. 11013/13/2023-Pers.Policy-A.III dated 23 rd June 2023, it was instructed that "all employees of all levels should mandatorily mark biometric attendance". Please confirm if this is being uniformly implemented or followed by all CFTI's at all levels.	प्रश्न आईआईटी जम्मू स्तर पर लागू नहीं है। Question not applicable at IIT Jammu level.
7. If the answer to the above point is "NO," kindly provide the details of any exemptions granted by DoPT / Ministry (except for Directors / Chancellor) and on what grounds such exemptions have been approved.	लागू नहीं। Not applicable.
8. DoPT / MoE had given any specific approval to any CFTI's that only Group B, C & D need to mark attendance not Group A. If yes, then kindly provide a copy of it.	लागू नहीं। Not applicable.

9.	Government of India (DOPT) had already issued order that "All Levels of Employees (Group A, B, C & D may be faculty or staff) should mark the biometric attendance except during Covid- 19" as stated in the attached orders then state, list the number of CFTI's who are not obeying and neglecting the orders of the Ministry as attached.	प्रश्न भारतीय प्रौद्योगिकी संस्थान जम्मू स्तर पर लागू नहीं है। Question not applicable at IIT Jammu level.
10.	What action has been taken by DoPT / concerned authority against CFTI's Group A officers who are still not marking their attendance and remain absent from their duty or remain out of office but stating they are present as there was no specific monitoring in the CFTI's against them.	प्रश्न भारतीय प्रौद्योगिकी संस्थान जम्मू स्तर पर लागू नहीं है। Question is not applicable at IIT Jammu level.
11.	If any CFTI has received approval from the Ministry to avoid marking biometric attendance, kindly provide a copy of such approval.	मंत्रालय द्वारा स्पष्ट किया जा सकता है। May be clarified by the Ministry.
12.	If the Ministry has exempted faculty and Group A officers (except Directors / Chancellors) from marking biometric attendance due to their status being considered as Group A officers, please provide the specific orders/OMs/approvals related to it.	इस संस्थान के पास ऐसा कोई आदेश नहीं है। No such orders held with this Institute.
13.	In cases where the instructions regarding biometric attendance (as mentioned in office order attached) are not being followed, kindly provide information on the actions taken by the DoPT /Concerned Authority / Director / Chancellor of CFTI's against such non-compliance of order by Group A officers.	मंत्रालय स्तर पर जवाब दिया जा सकता है। May be replied at Ministry level.