



Effective 9th Sep'24, it is mandated that the attendance data transferred should include job code, device ID, locations (as applicable) across all applications i.e. Bio Metric (BM)/Facial Recognition (FR) Devices, WISA-Staff, and My Access.

To support this update, modifications have been made in the WISA & My Access application to push job codes and locations to MyTime Application enhancing accuracy through the integration of longitude and latitude information.

Also, the implementation of the Bio Metric/FR system shall adhere to the following guidelines (Detailed communication of the same has been shared with the respective stakeholders)

- The attendance log from the Mid-server should include job and device IDs, which need to be transferred to the MyTime application. A modified console application to handle this has been provided to respective IC ISD.
- Attendance logs pushed directly from BM/FR machines must include device information in the log file, which will be used to determine the job and location.

A new admin page has been introduced in MyTime for managing the Devices and Mid-server information. Admin/ISD/HR must ensure they add or update device details as and when a device is purchased or relocated between different jobs or locations respectively.

By adhering to this process, we would be significantly improving the reliability of our process.

Effective 16th Sep'24, attendance records without job code / device ID will not be processed.