

File No. Per(AR)A(3)-1/2023
Department of Personnel
Administrative Reforms Organization
Government of Himachal Pradesh

From

The Secretary(AR) to the
Government of Himachal Pradesh.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh, Shimla-2.
2. All the Heads of Departments in Himachal Pradesh.
3. All the Divisional Commissioner in Himachal Pradesh.
4. All the Deputy Commissioner in Himachal Pradesh.
5. The Registrar General, HP High Court, Shimla-1.
6. The Registrar of all Universities in Himachal Pradesh.
7. The MDs/Secretaries/Registrars of all the Boards/Corporations/Commissions/Autonomous Bodies/Government Universities/PSUs in HP.

Dated: Shimla-02, the



February, 2023

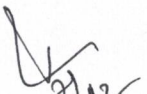
Subject:

Instructions/ suggestions regarding Biometrics Attendance System in compliance to orders of Hon'ble High Court HP in Ex. Pet. NO. 41/2022 titled as Rajneesh Paul vs State of HP.

Madam/Sir,

I am directed to invite your attention on the subject cited above and to say that Hon'ble High Court of Himachal Pradesh in Ex. Petition No. 41/2022 titled as Rajneesh Paul vs State of HP has passed the following orders. The operative part of which is reproduced here as under:

“Therefore, the Chief Secretary to the Government of Himachal Pradesh is directed to issue necessary directions to all the departments, Boards & Corporations of the State Government that henceforth, attendance of all




the officers/officials, employed therein by way of biometrics is made operational.

Let a copy of this order be sent by the Registrar General of this Court to the Chief Secretary to the Government of Himachal Pradesh, forthwith.

2. In compliance to the order the Department of Personnel issued the instruction No. Per(AP-B B (15)-5/2022 dated 18th November, 2022 and Director NIC forwarded the suggestions to Hon'ble Court which subsequently passed following order.

Therefore, let a copy of these suggestions be sent to the Chief Secretary to the Government of Himachal Pradesh, who after going through the same shall issue appropriate orders for marking the attendance in Government offices, Boards and Corporations, through Biometric Attendance System.

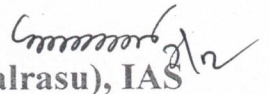
Now after going through the suggestions placed before the Hon'ble High Court and keeping in view that emerging technology is necessary part of Good Governance. The following instructions are hereby issued for strict compliance of all.

1. The attendance of all officers/officials employed in all Departments, Boards & Corporations , Govt. Universities, PSUs etc. By way of Biometrics will be made operational forthwith without fail.
 2. All Departments, Boards, Corporations, Universities , PSUs shall appoint a nodal officer for Biometric Attendance system who will be responsible for system , generating the report, monitoring infrastructure and follow up Administrative action.
 3. The Instructions as contained in the office manual, CCS (Leave) Rules, 1972 and any other Rules/instructions issued from time to time from the Government or procedure notified regarding punctuality in attendance , marking of attendance through Biometric and leaves etc. Shall continue to be enforced in addition to these instructions.
 4. The Selection of Biometric solution, deputing nodal officer , procurement of devices, generating attendance report, monitoring of attendance and further administrative action against habitual offender will be the responsibility of the concerned Head of Department/Nodal Officer.
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5. These instructions be circulated to all concerned under your control for strict compliance. There should be no deviation from monitoring of Biometric attendance in any case. Any deviation of above would be viewed seriously.

These instruction can also be seen on the website
himachal.nic.in/ar

Yours faithfully,


(C Palrasu), IAS

Secretary (AR) to the
Government of Himachal Pradesh
Phone No: 0177-2880658