



Government of Jammu and Kashmir  
**Finance Department**  
Civil Secretariat, Srinagar.

**Subject:- Use of Aadhaar based Biometric Attendance cum Identification System (BAS) by all Government Employees/ Pensioners.**

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**Circular No: 85-FD of 2015**  
**Dated : 06 - 08 - 2015**

As part of the "Digital India" Programme, it has been decided to implement common Biometric Attendance System (BAS) in order to modernize the information and other details of the employees, marking of attendance and also to implement the Direct Benefit Transfer (DBT) and other welfare measures. The BAS system would identify an employee by presenting his/her biometric (finger print/Iris) which will be authenticated online by doing one to one match with the bio-metric stored in the UIDAI data base against the employee's Aadhaar number. The attendance portal is available at <https://attendance.gov.in>.

Other than BAS, the Aadhaar based system is also proposed to be used for many other purposes like:

- a) Jeevan Pramaan: To be used by the Pensioners for life certificate. Pensioners need enrol in Jeevan Pramaan i.e. Online Digital Life Certificate system, by visiting any of approved centers where enrolment of Pensioners with a valid Aadhaar card;
- b) PAHAL: Aadhaar based transfer of gas subsidy directly into the Bank Accounts of the Citizens/ Beneficiaries;
- c) Other beneficiary schemes like Direct Benefit Transfer in MGNREGA, Mother & Child Programs, Scholarships to students, etc;

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- d) Financial services like paperless Bank account opening, life insurance, cash withdrawn through micro ATMs using Aadhaar, Aadhaar based Health Insurance, etc.

Therefore, all the Government employees are hereby directed to enroll themselves and get the Aadhaar Number latest by 15<sup>th</sup> September, 2015. This requirement is also applicable to all the contractual workers, daily wagers, casual labours etc. Since the digital details of all the Government employees, contractual workers, daily wagers, casual labours etc. are to be linked with salary and wage payment system, failure to enroll into the system may cause difficulties in drawing salary and wages for the month of October 2015 onwards.

All the pensioners are also required to enroll themselves by obtaining Aadhaar Number by 30<sup>th</sup> September 2015 as this would help them to digitally identify themselves in future at the nearest Khidmat Centre or any other place having the system installed. They would not be required to physically present themselves before the prescribed authorities to prove that they are alive. This initiative is being undertaken as a part of "Jeevan Parnam" Scheme.

In order to facilitate Aadhaar enrolments, the Permanent Enrolment Centres (PECs) have been established throughout the State at level of District/ Block/ Tehsil and also camps are being organized village wise to ensure that every one is enrolled. The list of PECs is available on IT department's website <http://jkit.nic.in>.

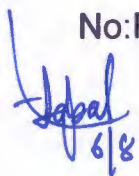
All employees are directed to provide their Aadhaar numbers along with others detail as per enclosed format to the concerned DDOs. They can also update their detail by visiting on the following website: <http://jkcpis.nic.in>.

By Order.

Sd/-  
(Navin K. Choudhary), IAS  
Commr./ Secretary to Government,  
Finance Department.

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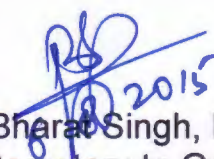
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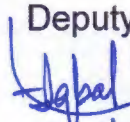
  
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2. Financial Commissioner, J&K, Revenue.
3. Chairman, J&K Special Tribunal.
4. Financial Commissioner, Industries & Commerce Department.
5. Director General of Police, J&K.
6. All Principal Secretaries to the Government.
7. Principal Secretary to Hon'ble Chief Minister.
8. Principal Resident Commissioner, J&K Government, 5-Prithvi Raj Road, New Delhi.
9. Principal Secretary to Hon'ble Governor.
10. Chief Electoral Officer, J&K.
11. All Commissioner/Secretaries to the Government.
12. Divisional Commissioner, Kashmir/Jammu.
13. Secretary to Government, Information and Technology Department.
14. Director, J&K Institute of Management, Public Administration and Rural Development.
15. All Heads of Department.
16. All Deputy Commissioners.
17. Secretary, J&K Public Service Commission.
18. Director Estates, J&K.
19. Secretary, J&K Legislative Council.
20. Secretary, J&K Legislative Assembly.
21. Director Archives Archaeology and Museums.
22. Director Information, J&K.
23. OSD to Hon'ble Deputy Chief Minister.
24. General Manager, Government Press, Jammu/Srinagar.
25. PPS to the Chief Secretary, J&K.
26. State Informatics Officer, NIC.
27. Private Secretaries to all Hon'ble Ministers/Hon'ble MoS.
28. Private Secretary to the Commissioner/Secretary to the Government, Finance Department.
29. I/C Website GAD/Finance.
30. Circular file/Stock file.

  
(Bharat Singh, KAS  
Deputy Secretary to Government,  
Finance Department.

  
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