

COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

(Cochin University P.O., Kochi-22)



No. PayrollA/Misc/2021

KOCHI-22

Dated: 16.01.2023

CIRCULAR

Sub:- Implementing Biometric attendance system for salary processing - reg:

Ref :- 1) നം. സിഡിഎൻ.4/151/2018/ഔദ്യോഗികവകുപ്പ്-2

ഔദ്യോഗികഭരണ (ഏകോപനം) വകുപ്പ് dated 16.12.2022

2) No. Reqr/Circular/2022-23/372 dated 07.12.2022

Kindly note reference cited. As the data updation/correction in Biometric attendance system is not complete, all controlling officers are directed to forward attendance for the month of January 2023 in existing formats along with the attendance report generated from Biometric attendance system to Payroll A Section.

Dr. Meera V *

Registrar

To

All Sections/Departments/Schools

* This is a computer generated document. Hence no signature is required.