

**MOST URGENT**



दिल्ली विकास प्राधिकरण  
**DELHI DEVELOPMENT AUTHORITY**  
नीति एवं समन्वय (कार्मिक)  
**POLICY & COORDINATION (PERSONNEL)**  
सप्तम तल, विकास सदन,  
**7<sup>TH</sup> FLOOR, VIKAS SADAN**  
आई एन ए, नई दिल्ली-110023  
**I.N.A NEW DELHI-110023**


No. F.4 (35)2011/P&C (P)/Pt.VI/२४०

Dated: 6/12/19

**Sub: Marking of Attendance on Aadhar Enabled Bio-Metric Attendance System (AEBAS) Machine-reg.**

It has been observed that all employees working in the Vikas Sadan have not enrolled themselves for marking Attendance on Aadhar Enabled Bio-Metric Attendance System (AEBAS) Machine.

All HoDs are therefore, requested to direct all the staff working under their control to contact AD (PIMS), B-Block, Ground Floor, Vikas Sadan, New Delhi alongwith Aadhar Card and get themselves enrolled for the system by Wednesday, the 11<sup>th</sup> December, 2019 positively, so that compliance report could be sent to the Vice-Chairman, DDA.

  
(Anil Sharma)  
Director (P)-I

Copy to:

1. **All HoDs**
2. **All Branches**
3. **Notice Boards**