

**Office of the Engineer-in-Chief(A.W),  
Irrigation & CAD Dept., Govt., of Telangana,  
Jalasoudha Building, Errum Manzil, Hyderabad -82.**  
**Circular Memo No.Rc/ENC(AW)/ADA/2016** **Dated: 06-09-2016**

Sub: Irrigation & CAD Department – Biometric Attendant System  
– Certain instruction - Reg.

Ref: Arising

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The Hon'ble Minister, for Irrigation, Govt., of Telangana, in his several review meetings/Video conferences has directed to maintain the Bio-metric system of attendance of the staff in all the offices of I&CAD Department.

In view of the above, all the Unit/Circle officers of I&CAD Department are requested to instruct the staff working under their control up to Division level to follow the Biometric system for attendance scrupulously.


Further it is requested to instruct the concerned Drawing & Disbursing officers (DDOs) of their Unit/Circle to make the payment of salaries of the staff based on the Biometric attendance.

All the Superintending Engineers, of I&CAD Department are instructed to obtain the monthly return of Biometric attendance from the Division offices under their control every month.

**Sd/- J.Vijaya Prakash**  
**Dt:06-09-2016**  
**Engineer-in-Chief(AW)**

To,  
All the Unit / Circle officers of I&CAD Department, Govt., of Telangana.

✓ Copy to the Deputy Executive Engineers(C) to place in web site.

  
06.09.2016  
**for Engineer-in-Chief(AW)**  
