



F.No. MANUU/ER-I(B)/F.110/2019-20/738
31st July, 2019

**APPEAL TO ALL MANUU TEACHERS FOR SMOOTH IMPLEMENTATION
OF BIO-METRIC ATTENDANCE SYSTEM FROM 1.8.2019**

Dear Sir/Madam,

It has been brought to the notice of the University Administration that on 18.7.2019, the MANUU Teachers' Association (MANUUTA) in its last General Body Meeting (GBM) has reportedly adopted a resolution against the introduction of the Bio-Metric attendance system for teachers introduced by the University through its Office Order No. MANUU/ER-I(B)/F.110/2019-20 dated 5th July, 2019.

2. In this context, the following points are brought to the notice of all the teaching staff of MANUU posted at Hyderabad and its Satellite Campuses/Institutions located across the country:-

(i) That the decision to introduce the Bio-Metric attendance by the University for all the teaching staff is arising out of Performance Audit of UGC-MANUU conducted by the Office of the Comptroller and Auditor General of India vide Audit para No. 79 dated 31.5.2019, in which it was pointed out that there is no proper system exists at MANUU in which the availability of a teacher for at least five hours daily in the University/College as per the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 (para 15.1) could be ascertained.

(ii) That the introduction of Bio-Metric attendance is also one of the steps taken by the University to improve academic atmosphere in all its campuses. Availability of teachers for two hours or more in a day for tutorials/guidance/mentoring etc. in the department/college concerned not only is expected to help the enrolled students and researchers but also expected to bring constant improvement in Rankings of MANUU.

(iii) That subsequently, in order to bring improvement in the quality of Teacher Education in the country, the National Council for Teacher Education (NCTE) through its Order No. NCTE-Reg1912/26/2019-US (Regulation)-HQ dated 10th July, 2019 has issued a statutory direction to the all Central Universities including MANUU to introduce Bio-Metric attendance for the teachers and students enrolled for all Teacher Educator programmes (M.Ed/B.Ed/D.El.Ed) within 30 days (i.e. 9th August, 2019) to enable the Council to monitoring purpose (Copy enclosed). The NCTE has also directed the University to upload the attendance of students and teachers on the website of the Teacher Education Institutes (TEI) on a weekly basis. Non compliance of the said directions shall lead to withdrawal of recognition of these programmes being conducted by the University at its Department of Education & Trg and 8 CTEs which is not desirable.



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(iv) That MANUU at present is running eight College of Teacher Education (CTEs) in eight States of the country besides the Department of Education & Training. The teaching staff posted at these CTEs and the Department alone constitutes 1/4th of the total sanctioned positions for the University. Therefore, the University has to maintain uniformity in marking mandatory Bio-Metric attendance for all teachers of the University.

(v) That similar provisions regarding teaching workload/engagement has been stipulated by the AICTE for technical programmes through its Regulations which are mandatory for MANUU for its programmes viz. B.Tech, M.Tech, MBA, Diploma in Engineering.

(vi) That MANUU is a multi-campus University and is standing on different footing in terms of its geographical spread (15 States) as compared to other Central Universities. Managing these campuses/Institutions at multiple locations is posing day to day challenge to the University Administration in improving quality in the teaching and learning process as envisaged by the Regulations of the statutory bodies concerned i.e.UGC, NCTE and AICTE.

(vii) That the University has successfully implemented Bio-Metric attendance for all non-teaching staff including Group A Officer with 15th July 2019.

(viii) That it may be noted that a large number of the teachers have already registered for Bio-Metric system without any reservations.

3. On behalf of the University Administration, I am writing to appeal all the teachers of MANUU for extending cooperation for the implementation of Bio-Metric Attendance system for teaching staff in the Main campus of the University at Hyderabad and off campuses/institutions effective from **1st August, 2019** in the larger academic interest of the students and institution.

4. Further, the University has decided to appoint one senior faculty member as Coordinator for the implementation of bio-Metric process of teaching staff to sort out the issues or initial hiccups for implementation.


Registrar

To

All Teaching Staff of MANUU (Hyderabad and other Campuses)

Copy to:-

1. The Head, Department of Education & Training, MANUU
2. All Principals of CTEs
3. All Deans of the School of Studies/Heads of Teaching Deptts/Directors of Centres
4. Director, DDE/Jt. Dean (Academic)
5. Principal, Lucknow and Budgam Campuses
6. Principals of Polytechnics/Director In-charge, Kadpa and Cuttack Campus
7. Director, IQAC, Director, CIT
8. Office of the VC/PVC/Registrar/FO/CoE/Librarian

NCTE-RegI012/26/2019-US(Regulation)-HQ
National Council for Teacher Education
New Delhi

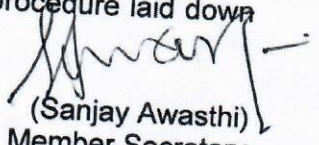
PUBLIC NOTICE

July 10th, 2019

NCTE has been made aware that the attendance of Teacher – Pupils studying in various NCTE recognized programmes, is not being properly monitored by the affiliating bodies / universities, etc. As a result students with less than desirable attendance records have been reportedly allowed to appear in examinations. NCTE is committed towards ensuring quality teacher education and for this purpose directions are hereby issued to all recognized Teacher Education Institutions (hereafter TEIs) to implement a bio-metric attendance system which must accurately capture the presence of students on all working days.

It is directed, on the basis of powers available under Regulation, 2014, 8(13) read with 8(14) and Section 17 of the NCTE Act, 1993 (please see **Annexure**), that all recognized TEIs shall strictly follow the below mentioned directives:

- i) Bio-metric attendance equipment must be installed within **30 days** of the issue of this notice to accurately capture the attendance of appointed teaching faculty and each teacher-pupil enrolled for all NCTE recognized programmes offered in each TEI.
- ii) Such record of attendance must be displayed on the website of the TEI always, with updates on a weekly basis, to enable regular monitoring by NCTE designated staff / organization.
- iii) Non-compliance in this regard shall merit action for withdrawal of recognition under Section 17 of the NCTE Act, 1993, after following the due procedure laid down thereunder.


(Sanjay Awasthi)
Member Secretary

Copy to:

1. All Principal Secretaries Higher Education / School Education in State Governments for circulation.
2. All Directors, SCERT for circulation.
3. All Central Universities running NCTE recognized Teacher Education Programmes
4. All Regional Directors for ensuring that recognized TEIs under their jurisdiction are made aware of this Notice for strict compliance.

Wing – II, Hans Bhawan, 1, Bahadur Shah Zafar Marg, New Delhi-110002
Tel : 011-23370141, Fax : 23370128
E-mail : mail@ncte-india.org Website : <http://www.ncte-india.org>

Registrar's Office
O.W.No.: 1601
O.W.Date: 16/7/19

VICE-CHANCELLOR'S OFFICE
F.M. No. 472
Inward Date 16/7/19
Outward Date 16/7/19

Regulation 8(13):

The institution shall maintain records, registers or other documents, which are essential for running an educational institution especially those prescribed under the relevant rules or regulation and norms and standards and guidelines or instructions of the Central or State or Union territory administrations, affiliating or examining bodies.

Regulation 8(14)

The institution shall adhere to the mandatory disclosure in the prescribed format and display up-to-date information on its official website.

Section 17 of the NCTE Act, 1993

Contravention of provisions of the act and consequences thereof

1) Where the Regional Committee is, on its own motion or on any representation received from any person, satisfied that a recognized institution has contravened any of the provisions of this Act, or the rules, regulations, orders made or issued thereunder, or any condition subject to which recognition under sub-section (3) of section 14 or permission under sub-section (3) of section 15 was granted, it may withdraw recognition of such recognized institution, for reasons to be recorded in writing:

Provided that no such order against the recognized institution shall be passed unless a reasonable opportunity of making representation against the proposed order has been given to such recognized institution:

Provided further that the order withdrawing or refusing recognition passed by the Regional Committee shall come into force only with effect from the end of the academic session next following the date of communication of such order.

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No. F. 3-12/NCTE/ERC/Reg./2019/ 61052

Date: 17.07.2019

CIRCULAR

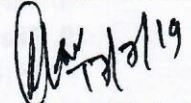
Please find attached herewith a copy of letter No. NCTE-Reg1012/26/2019-US (Regulation)-HQ dated 10.07.2019 along with Public Notice and its Annexure issued from the NCTE HQrs. regarding installation of Bio-metrics machines in the recognized teacher education institutions for update of regular attendance of admitted students, appointed teaching faculties and other supporting staff of the concerned institution under the jurisdiction of Eastern Regional Committee, National Council for Teacher Education, Bhubaneswar to develop and maintain their record of attendance, within 30 days after the issue of this Public Notice under Regulation, 2014, 8(13) read with 8(14) and Section 17 of the NCTE Act, 1993. It is also requested to go through ERC website i.e. www.ercncte.org / NCTE website i.e. www.ncte-india.org to get the copy of Public Notice to clarify any anomalies /doubts.

2. It is requested to all Secretaries/Principal Secretaries (Higher Education/School Education) in the State Governments to circulate it widely to their all concerned affiliating bodies i.e. universities and SCERT along with the Central Universities of their concerned States to follow the direction made in the Public Notice. And, also furnished action taken report to the undersigned directly within 30 days so that further action may be taken in the matter as directed by the NCTE, HQrs., New Delhi.

3. Non- compliance in this regard by the recognised teacher training institutions, shall merit action for withdrawal of recognition under Section 17 of the NCTE Act, 1993, after follow-up the due procedure laid down thereunder.

4. If any clarification is required by you in the matter, you may approach to the NCTE HQrs., New Delhi.

Encls.: a/a (03Pgs.).


(Pradeep Kumar Yadav)
Regional Director

Copy to:

1. The Secretary, Education Department, Govt. of Arunachal Pradesh, Itanagar, Arunachal Pradesh-791111.
2. The Director, Directorate of School Education, Govt. of Arunachal Pradesh, Itanagar, Arunachal Pradesh.
3. The Commissioner & Secretary, Elementary and Secondary Education Department, Govt. of Assam, Dispur, Guwahati, Assam-781006.
4. The Secretary, Board of Secondary Education, Assam, Guwahati-781021.
5. The Director, State Council of Educational Research and Training (SCERT), Kahilipara, Guwahati, Assam-781019.
6. The Commissioner-cum-Secretary, Primary, Secondary & Higher Education, Govt. of Bihar.

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7. The Secretary, Bihar School Examination Board, Budh Marg, Fraser Road Area, Patna, Bihar- 800601.
8. The Director, Department of Primary Education, Govt. of Bihar, New Secretariat, Vikas Bhawan, Patna, Bihar-800015.
9. The Commissioner & Secretary, Primary, Secondary & Higher Education, HRD Department, Govt. of Jharkhand, MDI Building, Dhurwa, Dist-Ranchi, Jharkhand-834004.
10. The Secretary, Jharkhand Academic Council, Gyandeep Campus, Bargawon, Namkum, Ranchi, Jharkhand-834010.
11. The Director of Elementary Education, HRD Department, Govt. of Jharkhand, MDI Building, Dhurwa, Dist-Ranchi, Jharkhand-834004.
12. The Commissioner, School Education, Govt. of Manipur, Manipur Secretariat, Old Building, Imphal, Manipur-795001.
13. The Director, State Council of Educational Research and Training (SCERT), Imphal, Manipur - 795001.
14. The Commissioner & Secretary, Deptt. of Education, Govt. of Nagaland, Civil Secretariat, Kohima, Nagaland-797001.
15. The Director, State Board of Teacher Education, Kohima, Nagaland-797001.
16. The Director, State Council of Educational Research and Training (SCERT), Kohima, Nagaland-797001.
17. The Commissioner-cum-Secretary, Department of School & Mass Education, Govt. of Odisha, Secretariat, Bhubaneswar, Odisha-751001.
18. The Secretary, Board of Secondary Education, Bajrakbati Road, Cuttack, Odisha-753003.
19. The Director, Directorate of Teacher Education and SCERT, Bhubaneswar, Odisha-751001.
20. The Secretary, HRD Department, Govt. of Sikkim, Tashiling, PO.-Raj Bhawan, Gangtok, Sikkim-737103.
21. The Director, State Council of Educational Research and Training (SCERT), HRD Department, Govt. of Sikkim, Lower Burtuk, Gangtok, East Sikkim, Sikkim-737101.
22. The Commissioner & Secretary, Department of School Education, Govt. of Tripura, Civil Secretariat, Agartala, Tripura West, Tripura-799001.
23. The Director, State Council of Educational Research and Training (SCERT), GB Abhayanagar Road, 79 Tilla, Agartala, Tripura-799000.
24. The Principal Secretary, Department of School Education, 6th Floor, Room No. 606, Bidhan Nagar, Kolkata, West Bengal- 700091.
25. The Secretary, West Bengal Board of Primary Education, Acharya Prafulla Chandra Bhawan, DK 7/1, Sector-II, Salt Lake City, Kolkata, West Bengal-700091.
26. The Director, Department of Primary Education, Govt. of West Bengal, Bikash Bhawan, Salt Lake City, Kolkata, West Bengal-700091.