

F.No.18-34/2014-Adm.II  
Government of India  
Archaeological Survey of India

Janpath, New Delhi – 110 011  
Dated 24<sup>th</sup> May, 2017

**CIRCULAR**

Subject: Implementation of AADHAR enabled Biometric Attendance System (AEBAS)  
in ASI Offices – regarding -

ASI's Circular of even number dated 31<sup>st</sup> March, 2017 on the aforesaid subject-matter is referred to.

2. In furtherance of above Circular, all concerned in ASI are intimated that for AEBAS operations in Central Departments/Offices and Attached Offices like ASI, having field Offices located in the various States / UTs, NIC have the provision for allocating a single URL as well as a single login/user ID and Password for various Offices under a Department/Attached Office in a State/UT.

3. In view of this position, those Offices of ASI which have already been allocated URL for AEBAS attendance system and login/user ID & Password by NIC are directed to share the URL and log/user ID /Password with other ASI Offices located in the same States/UTs for registration of their Staff/Officers and marking of attendance therein. In this regard, all ASI HOOs in a State/UT are also directed to circulate a list containing names & designations of their staff/officers to the HOOs of other ASI Offices located in that State/UT for information so that all HOOs/Offices are aware of the names, designation and other relevant entries in their URL for AEBAS. HOOs may also ensure that the registration and operation in AEBAS System in their Offices are made under their direct supervision for correctness of entries, effective and early implementation of this online system of attendance in all the Offices of ASI.

4. This issues with the approval of the competent authority.

Yours faithfully,



(Tara Chandar)

Deputy Director (Adm)

All Offices under DG, ASI

- Copy for information to (i) PS to DG, ASI  
(ii) PA to ADG, ASI  
(iii) All Joint DGs/Directors, ASI Hqrs  
(v) All Regional Directors, ASI  
(iv) Notice Boards  
(v) Dy. SA (Website) for uploading on ASI's website.