**Form for Aadhaar Enabled Biometric Attendance System(AEBAS)**

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| **Employee Registration Form**  **Instructions:**   1. Passport-size Color Photograph must be attached 2. Copy of Aadhaar Number is mandatory 3. Please provide a valid e-mail and mobile number for system alerts. |

|  |  |
| --- | --- |
| Employee Name(**In Capital Letter)** |  |
| |  | | --- | | DOB (dd-mm-yyyy) | |  |
| |  | | --- | | Gender: (M/ F) | |  |
| |  | | --- | | Aadhaar Number  (A copy of Aadhar is Mandatory ) | |  |
| |  | | --- | | Mobile No. | |  |
| |  | | --- | | E-Mail Address | |  |
| Employee Type\* | Regular/Contractual/Consultant/Student/Outsourced |
| |  | | --- | | Department/Division | |  |
| |  | | --- | | Designation | |  |

\*This form is for monitoring of attendance of all these categories of employees. It has nothing to do with terms and conditions of their services.

**Employee Signature Sign of *Authorized signatory/HOD*)**

**Name: Name:**

**Date : Date:**

***(For official use only*)**

In ABES Data feeded by

Sign and Date:

**Signature I/C IT**