



STATE COUNCIL FOR TECHNICAL EDUCATION & VOCATIONAL TRAINING, ODISHA  
UNIT-VIII, NEAR RAJ BHAWAN, BHUBANESWAR-751 012

No. 7/4 /Dtd 2/2/18

From,

Sri Balwant Singh, IAS,  
Vice Chairman.

To,

The Principals of all private Polytechnics.

Sub.: **Linking of Institute level Bio-Metric Server to State Application portal.**

Ref.: This office notice no. 482 dtd. 20.01.2018.

Sir/Madam,

In inviting a reference to the subject cited above I am to inform you that all private Polytechnics of the State were informed to complete implementation of Bio-Metric Attendance system for their students before Winter 2017 exam so that student attendance for the ensuing even semesters could have been captured through Bio-Metric system but it seems the private Polytechnics have not completed the task till date. This has been viewed seriously and as decided the attendance percentage of students for appearing Summer 2018 exam will be calculated strictly as per attendance captured through Bio-Metric Attendance system and not through manual system.

Accordingly Principals of all private Polytechnics were informed vide the above referred notice to be in readiness latest by 27.01.2018 for linking their institute level Bio-Metric local Server with the State Application portal for syncing the daily attendance data of their students to the State Application portal. The step-by-step procedure to be adopted by the institute for linking institute server to State portal is mentioned in the above referred notice but it is observed that most of the institutes have not completed the task till date. Hence Principals of all private polytechnics are once again reminded to complete the task latest by 10.02.2018 and contact Mr. Sovan of NIC (9437501248 / 9658132588) at the earliest for further course of action.

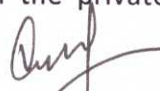
Further it is to inform you that during Winter 2017 exam, Bio-Metric Administrators deputed by the Council had visited each institute and verified the Bio-Metric Registration of the students and locked the Bio-Metric devices. Now Council is getting a lot of request from various private Polytechnics that the Bio-Metric registration of a few students who had not appeared Winter 2017 exam has to be verified or fresh registration is to be done. Similarly the reset of the date in the device is not possible as they are locked. To sort out all such related issues I am directed to inform you to fix up a date well in advance and intimate your leftover students to be present on that notified date as well as contact the Principal of the local Govt. Polytechnic for deputing their Bio-Metric Admin to your institute on the scheduled date. The Bio-Admin of the local Govt. Polytechnic will contact Mr. Sovan of NIC and get the ID and password of the devices, open the devices, do the registration of the leftover students, reset the date etc and again lock the devices. The confidentiality of the ID & password will be the responsibility of the Bio-Admin of the local Govt. Polytechnic. Principals to note that the Bio-Metric devices should always be kept on switch on mode and never be switched off during holidays. This activity has to be completed latest by 15.02.2018. Principals are requested to strictly note the datelines and act accordingly.

Yours faithfully

  
Vice Chairman

Memo No 7/5 dtd. 2/2/18

Copy to Principals of all Govt. Engg. Schools / Polytechnics for information & necessary action. They are requested to extend all support to the private Polytechnics of their district for sorting out Bio-Metric related issues by deputing their Bio-Admin of those institutions as & when the private Polytechnics intimate them.

  
Vice Chairman