



**DELHI TECHNOLOGICAL UNIVERSITY**  
Established by Govt. of Delhi vide Act 6 of 2009  
(FORMERLY DELHI COLLEGE OF ENGINEERING)  
BAWANA ROAD, DELHI-110042

F.No. DTU Reg/Notification/2018-19 / 4229

Dated : 02.12.2019

**NOTICE**

It has been observed that some of the non-teaching Officers/ Officials are not marking attendance in Biometric machine installed at different corner of the University. It is very difficult to ascertain their presence in the university and also difficult to make salary at the end of the month.

Therefore, all the non teaching Officers/ Officials are requested to mark the attendance regularly using Biometric machine and salary will be made only on the basis of attendance of Biometric from next month onwards. Responsibility of non-crediting of salary due to non availability of the attendance in the Biometric machine shall lies on them.

(Prof. Samsher)  
Registrar

F.No. DTU Reg/Notification/2018-19 / 4229

Dated : 02.12.2019

Copy to :

1. PA to VC for kind information of the Hon'ble Vice Chancellor
2. PA to Pro VC for kind information of the Pro Vice Chancellor
3. All Deans/ HoDs
4. All Branch Incharges
5. DDO with the advice to prepare the salary on the basis of Biometric machine.
6. Head (CC) – for uploading on the website
7. Sh. Sudhir, Network Assistant

(Prof. Samsher)  
Registrar