



सत्यमेव जयते

भारतीय पुनर्वास परिषद्  
सामाजिक न्याय और अधिकारिता मंत्रालय के अधीन एक सांविधिक निकाय  
दिव्यांगजन सशक्तिकरण विभाग, भारत सरकार

## REHABILITATION COUNCIL OF INDIA

A Statutory Body of Ministry of Social Justice and Empowerment  
Department of Empowerment of Persons with Disabilities (Divyangjan), Government of India



भारतीय पुनर्वास परिषद्

File No. 25-23/NBER( Exam)/RCI/2016

Dated 26 July, 2019

### Circular

It has been observed that the attendance of students studying in various RCI's approved training Institutions is not being properly maintained by the respective training institutions / Deptts./ Universities. Consequence of which students with less than minimum prescribed attendance are being allowed to appear in the examinations.

2. In order to ensure the quality of the training programs, it is vital to have a provision of **Bio-Metric attendance** of all students, core faculties and other associated staff involved in imparting the training course (s) at the concerned training institutes(s) so that minimum prescribed attendance is being maintained.

3. It is therefore advised that all RCI's approved training institutes, Deptts., Colleges, Universities including National Institutes to implement the Aadhar Linked **Bio- Metric Attendance System (BAS)** at their respective institutes for monitoring of the attendance of students alongwith teaching and non-teaching staff on all working days as per the following instructions :

- (i) Bio –metric attendance (BAS) equipment must be installed within 30 days from the date of issuance of this notice.
- (ii) Record of attendance must be displayed on the website of the training institutes on regular basis, and to be updated on monthly basis. A copy of the attendance sheet may also be submitted to National Board of Examination in Rehabilitation (NBER) through e-mail - [rci-depwd@gov.in](mailto:rci-depwd@gov.in) and a copy may also be endorsed to respective National Institutes on weekly basis.
- (iii) All training institutes are advised to adhere the said instructions strictly and action taken in the matter may be apprised to the Council at the earliest.
- (iv) Integrity of data must be maintained.

(Dr. Subodh Kumar)  
Member Secretary

#### To :

- I. Directors of All National Institutes.
- II. All RCI's approved training institutions.

#### Copy to :

- I. PPS to the Secretary, DEPwD, M/oSJ&E, for Information.
- II. PPS to Chairperson, RCI and Secretary, DEPwD, M/oSJ&E, for Information.
- III. Computer Section – to upload on the Council's website.