



संजयगाँधी स्नातकोत्तर आयुर्विज्ञान संस्थान, लखनऊ
**Sanjay Gandhi Postgraduate Institute of Medical Sciences,
Lucknow**

Form for enrolment in Dynamic Face based Biometric Attendance System

Particulars		
1.	Employee ID	
2.	First Name	
3.	Last Name	
4.	Designation	
5.	Department & Work Area	
6.	Mobile No	
7.	Date of Joining	
8.	Date of Birth	
9.	Email id (if any)	

I hereby declare all the information given above is correct.

Signature of Officer/ Employee

Note:

1. It is mandatory to enclose self attested SGPGIMS Identity- card.
2. **ONLY newly joined employees who are yet to get their identity cards should get this form forwarded by HOD/Nodal Officer of the department.**

*******This form is only for non-teaching permanent staff*******