SANJAY GANDHI POSTGRADUATE INSTITUTE OF MEDICAL SCIENCES, RAEBARELI ROAD,
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OFFICE OF THE DIRECTOR
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PGI/DIR/DC/ /2026
RSD MO – 7330/21

Date: 30-10-2026

OFFICE ORDER

Subject: Implementation of Dynamic Face-Based Attendance System for Faculty/Residents

1. In compliance with the directives issued by the National Medical Commission (NMC), Government of India, vide Reference No. N-16015(20)6/2025-IT-NMC (Comp. No. 8330607), dated 16.04.2025, and pursuant to the decisions taken in the meeting held on 24.04.2025, the Face-Based Aadhaar Authentication System on the NMC AEBAS platform has already been implemented at the Institute with effect from 01.05.2025.
2. In continuation of the above, it has been observed that the attendance of faculty members and Senior Residents during morning academic sessions and Clinical Grand Rounds (CGRs) has not been satisfactory. This has come to notice during the Director's visits to various departments and through recent feedback. Regular attendance and active participation in these academic and clinical activities are essential for maintaining academic standards and ensuring effective clinical training.
3. Accordingly, with a view to further strengthening the existing biometric attendance mechanism and ensuring regular attendance during academic sessions and Clinical Grand Rounds, it has been decided to implement an additional **Dynamic Face-Based Attendance System** for faculty members and Senior Residents.
4. Wall-mounted biometric attendance devices will be installed at designated locations, as per the list attached to this Office Order. The concerned faculty members and Senior Residents shall mark their attendance through these devices at the respective locations.
5. All faculty members and Senior Residents are hereby directed to complete the registration process and have their facial data captured for enrolment in the Dynamic Face-Based Biometric Attendance System.
6. The prescribed registration form is enclosed with this Office Order. All concerned are requested to complete the form and comply with the registration requirements.
7. The date, time, and venue for capturing facial data and completing the registration process shall be communicated separately by the Chairman, Biometric Attendance Service.

All faculty members and Residents are requested to extend their full cooperation to ensure the smooth and timely implementation of the system.

S.G.P.G.I.M.S. Lko.
e-OFFICE
Computer No. 3699385
Date: 30-10-2026
Time:

Radha Krishan Dhiman
Director

Copy to

1. Additional Director, SGPGIMS
2. Dean/ER/JDA/JDMM/FO/HOD/Nodal Officer's
3. Prof.Vimal.K.Paliwal, Chairman , BAS
4. Dr.Neha Nigam, Sub-Dean, NMC Cell
5. Mr.Prashant Sharma, Programmer & Nodal Officer, Biometric Attendance
6. Dr.A.K.Sarkar, System Manager to kindly upload on website

Radha Krishan Dhiman
Director

List of Seminar Teaching Rooms for Installation of Biometric Attendance Machines (Dynamic Face Based)

Sl. No.	Department	Teaching Seminar Room	Location	Location of Machine to be Installed	Number of Machine	REMARK
1	BIOSTATISTICS	02 SEMINAR ROOM_5th Floor	5th LIBRARY BUILDING	LIBRARY BUILDING	0	Already Installed Biometric Machine can be used
2	HOSPITAL ADMINISTRATION	SAME AS OFFICE SEMINAR ROOM	4th LIBRARY BUILDING			
3	RADIODIAGNOSIS	02 SEMINAR ROOM GROUND FLOOR_F_Block	F_BLOCK	F_BLOCK	1	
4	NUCLEAR MEDICINE	1 ROOM 1st FLOOR	F_BLOCK			
4	RADIOTHERAPY	01 SEMINAR ROOM	OLD OPD A_BLOCK	A Block	1	
5	MEDICAL ONCOLOGY	1 SEMINAR ROOM GROUND FLOOR	B Block			
6	ANAESTHESIOLOGY	1 SEMINAR ROOM	Anaesthesia	Deptt_ANAESTHESIA	1	
7	UROLOGY	03 SEMINAR ROOM (2nd FLOOR C Block and 2 and 4 FLOOR EMRTC)	C_BLOCK, EMRTC	EMRTC BUILDING	1	
8	NEPHROLOGY	02 SEMINAR ROOM (2nd FLOOR C Block and 4 FLOOR EMRTC)	C_BLOCK, EMRTC			
9	EMERGENCY MEDICINE	02 SEMINAR ROOM 1st and 4th FLOOR	EMRTC BUILDING			
10	NEUROLOGY	1 SEMINAR ROOM 2nd FLOOR	C_BLOCK	C BLOCK	1	
11	CLINICAL IMMUNOLOGY	1 SEMINAR ROOM 2nd FLOOR	C_BLOCK			
12	MEDICAL GENETICS	1 SEMINAR ROOM GROUND FLOOR	C_BLOCK			
13	ENDOCRINOLOGY	1 SEMINAR ROOM 2nd FLOOR	C_BLOCK			
14	ENDOCRINE SURGERY	1 SEMINAR ROOM 1st FLOOR	C_BLOCK			
15	CARDIOLOGY	1 SEMINAR ROOM 2nd FLOOR	C_BLOCK			
16	PATHOLOGY	02 SEMINAR ROOM 1st FLOOR	C_BLOCK NEW DIAGNOSTICS BLOCK	TELEMEDICINE ENTRANCE	1	
17	MICROBIOLOGY	02 SEMINAR ROOM 2nd FLOOR	C_BLOCK NEW DIAGNOSTICS BLOCK			
18	TRANSFUSION MEDICINE	1 SEMINAR ROOM BASEMENT	C_BLOCK NEW DIAGNOSTICS BLOCK			
14	TELEMEDICINE & DIGITAL HEALTH	1 ROOM 1st FLOOR	C_BLOCK_TELEMEDICINE BUILDING			

15	NEUROSURGERY	1 SEMINAR ROOM 8th FLOOR	G_BLOCK	G BLOCK	1	
16	CVTS	1 SEMINAR ROOM 2nd FLOOR	G_BLOCK			
17	GASTROENTEROLOGY	02 SEMINAR ROOM	2nd FLOOR C_BLOCK, 5 th FLOOR G BLOCK)			
18	PEDIATRIC GASTROENTEROLOGY	1 ROOM 1st FLOOR	OLD OPD H_ BLOCK	BETWEEN "I" AND "H" BLOCK ENTREANCE	1	
19	HEAMTOLOGY	1 ROOM GROUND FLOOR	OLD OPD I_BLOCK			
20	CRITICAL CRAE MEDICINE	1 SEMINAR ROOM 1ST FLOOR	E_BLOCK	CCM	1	
21	SURGICAL GASTROENTEROLOGY	1 SEMINAR ROOM 5th FLOOR	LTU BUILDING 5th FLOOR	LTU BUILDING	1	
22	HEPATOLOGY					
23	PEDIATRIC SURGERY	1 SEMINAR ROOM 4th FLOOR	PMSSY BUILDING	PMSSY 4th Floor	1	
24	PLASTIC SURGERY & BURNS UNIT	1 SEMINAR ROOM 4th FLOOR	PMSSY BUILDING			
25	PULMONARY MEDICINE	1 SEMINAR ROOM 4th FLOOR	PMSSY BUILDING			
26	NEONATOLGY	1 SEMINAR ROOM 4th FLOOR	PMSSY BUILDING			
27	MRH	1 SEMINAR ROOM 4th FLOOR	PMSSY BUILDING			
28	COLLEGE OF NURSING	1 SEMINAR ROOM 2nd FIOOR	ADC BUILDING	ADC BUILDING GROUND FLOOR	1	
29	ADVANCED DIABETIC CENTER	1 SEMINAR ROOM 4th FLOOR				
30	HEAD & NECK	1 SEMINAR ROOM 1st FIOOR				
31	MOLECULAR MEDICINE					
32	INFECTIOUS DISEASE					
33	PEDIATRIC ENDOCRINOLOGY					
34	COLLEGE OF MEDICAL TECHNOLOGY	1 SEMINAR ROOM 1st FIOOR	CMT BUILDING	CMT BUILDING	0	**Already Installed Biometric Machine can be used**
35	OPHTHALMOGY	1 ROOM 5th FLOOR	NEW OPD BUILDING	NEW OPD BUILDING	0	
36	APEX TRAUMA CENTER	1 SEMINAR ROOM 4th Floor	ATC BUILDING	ATC BUILDING	0	**Already Installed Biometric Machine can be used**
37	ORTHOPEDICS					
38	CGR TELEMEDICINE	**One Common Machine will be Installed at Telemedicine for CGR**			1	

संजयगाँधी स्नातकोत्तर आयुर्विज्ञान संस्थान, लखनऊ

Sanjay Gandhi Postgraduate Institute of Medical Sciences, Lucknow

Form for enrolment in Dynamic Face based Biometric Attendance System

(Faculty/Residents)

Particulars		
1.	Employee ID	
2.	First Name	
3.	Last Name	
4.	Designation	
5.	Department	
6.	Mobile No	
8.	Date of Birth	
9.	Date of Retirement	
10.	Email id	

Signature of Faculty/Resident

HOD