

Website: www.sbtet.telangana.gov.in

PHONE: 23221191/23222692

**STATE BOARD OF TECHNICAL EDUCATION AND TRAINING
TELANGANA:: HYDERABAD**

From

The Secretary
State Board of Technical Education
and Training
B.R.K.R.Bhavan, 7th Floor,
Hyderabad.

To

The Principals of all Govt/Aided/
Pvt. Polytechnics/2nd Shift Polytechnics in
Engineering Colleges.

Sir,

Sub: SBTET- Biometric Attendance – Students and Staff – Certain instructions issued –
Regarding.

All Principals, OSDs of Government and Private Polytechnics are informed to make sure that all staff including non-teaching should be biometric authenticated in SBTET Affiliation Module, otherwise they cannot give attendance in BMA from 1st June 2019 onwards. If any Polytechnic desires to change staff members or staff is resigned/ transferred or modified, such staff member's details are to be modified in SBTET affiliation module. The SBTET approves these changes in respect of Private polytechnic then only the staff members are to be relieved and new staff members will be allowed to give biometric attendance in BMA. The concerned principal will authenticate the staff members with respect to Government Polytechnics in Affiliation Module.

All Principals are requested to enter the Aadhar details of the Students who are admitted during the academic year 2019-20 in SBTET website www.sbtet.telangana.gov.in -- > College Login. The Principals are requested to instruct the concerned Head of Sections to login at the above link and enter the Aadhar number of the newly admitted students and make them Aadhar authenticate by using USB Biometric authentication device on 1st day of their reporting at the college. Once the student is authenticate with Aadhar, Student PIN number and Biometric Attendee ID will be generated in the system. Then the Head of Section concerned should direct the students to give Biometric attendance regularly with the newly generated Biometric attendee ID in BMS machine.

For clarifications please call help desk no: 040-23222192 during working hours (or) mail to sbtet-helpdesk@telangana.gov.in.

All the Principals are requested to follow and implement the above instructions without fail

Yours faithfully,

Signature valid

Digitally signed by D. VENKATESWARLU
Date: 2019.05.30 12:02:03 IST
Reason: Approved

SECRETARY

Copy submitted to Commissioner of Technical Education, TS.
for favour of kind information.