



**UNIVERSITY OF CALICUT**

**Abstract**

DoR- Bio- metric Punching of the Research Scholars and related matters- Approved the recommendation of the Syndicate Sub-Committee constituted to examine the reports of the Academic Committee and the Pro-Vice Chancellor on the matter of biometric punching of research scholars and Constitution of another Committee consisting of 1)Dr.P.Sivadasan 2)Dr.K M Naseer 3)Sri Salahudheen P M 4)Prof.C P Chithra 5 )Fathimathu Zuhara K ,Members, Syndicate to assess the progress of the research activities and to submit comprehensive report - Syndicate Resolution implemented- sanctioned- orders issued.

---

**Directorate of Research**

U.O.No. 3282/2017/Admn

Dated, Calicut University.P.O, 08.03.2017

---

*Read:-*1)Note to Syndicate No. 104727/RESEARCH-E-ASST- 1/2015/Admn dated 21.02.2017.  
2)Extract of the minutes of the meeting of the Syndicate held on 25.02.2017 , item No. 2017-228\*.

**ORDER**

As read (1) above, the following recommendations of the Syndicate Sub-Committee constituted to examine the reports of the Academic Committee and the Pro-Vice Chancellor on the matter of biometric punching of research scholars, was placed before the Syndicate for consideration:

1. To stop the biometric punching for all M.Phil/PhD research scholars(both full time and part time)Post-Doctoral Fellows/Project Fellows/Project Assistants/Research Associates and Women Scientists in the University departments and approved research centre if the concerned funding agencies have not insisted on biometric punching. Instead of punching,all scholars shall mark their attendance in the attendance register maintained by their research supervisor,by signing in the morning and evening on days they are present in the department/centre.
2. To entrust the HoD's concerned to grant On duty leave for research scholars to do field work.
3. The part time research scholars may mark a minimum of 3 days attendance in a month at the centre of registration.
4. In case of any complaint related to attendance,the department council will act as the final authority to take decision on the matter.
5. Those who have not marked their attendance through biometric punching during the disputed period after the implementation of punching ,attendance is to be counted by verifying the attendance register.
6. Fellowships are to be granted on the basis of attendance report duly signed by the supervisor and recommended by the HoD.
7. It is recommended to cancel the UO 5792/2015/Admn dated 08.06.2015, implementing the biometric punching.

As read (2) above, the Syndicate at its meeting held on 25.02.2017 considered the above recommendations of the Syndicate Sub Committee, and resolved vide item No.2017.228\* - to approve these recommendations of the Syndicate Sub- Committee and further resolved to constitute a

committee consisting of 1)Dr.P.Sivadasan 2)Dr.K M Naseer 3)Sri Salahudheen P M 4)Prof.C P Chithra and 5)Fathimathu Zuhara K to assess the progress of the research activities and to submit comprehensive report.

Considering the matter in detail, sanction has been accorded by the Vice- Chancellor on 04.03.2017, to implement the resolution of the Syndicate approving the following seven recommendations of the Syndicate Sub Committee and to constitute another Syndicate-Sub Committee consisting of 1) Dr.P.Sivadasan 2) Dr.K M Naseer 3) Sri Salahudheen P M 4) Prof.C P Chithra and 5) Fathimathu Zuhara K, Members of the Syndicate to assess the progress of the research activities and to submit comprehensive report.

1. To stop the biometric punching for all M.Phil/PhD research scholars(both full time and part time)Post-Doctoral Fellows/Project Fellows/Project Assistants/Research Associates and Women Scientists in the University departments and approved research centre if the concerned funding agencies have not insisted on biometric punching. Instead of punching,all scholars shall mark their attendance in the attendance register maintained by their research supervisor,by signing in the morning and evening on days they are present in the department/centre.
2. To entrust the HoD's concerned to grant On duty leave for research scholars to do field work.
3. The part time research scholars should mark a minimum of 3 days attendance in a month at the centre of registration.
4. In case of any complaint related to attendance,the department council will act as the final authority to take decision on the matter.
5. Those who have not marked their attendance through biometric punching during the disputed period after the implementation of punching , attendance is to be counted by verifying the attendance register.
6. To grant fellowships on the basis of attendance report duly signed by the supervisor and recommended by the HoD.
7. To cancel the UO 5792/2015/Admn dated 08.06.2015, implementing the biometric punching.

Orders are issued accordingly.

Geetha M.P.Deputy Registrar

To

The Heads of all teaching Departments  
Copy to: PS to VC/PA to PVC/PA to Registrar/PA to FO/Finance/  
Budget/Accounts/JDKSAD/SF/FC.

Forwarded / By Order

Section Officer