

MOST URGENT/TOP PRIORITY

PROCEEDINGS OF COMMISSIONER OF SCHOOL EDUCATION,
ANDHRA PRADESH ::: AMARAVATHI
Present :- K Sandhya Rani, I.Po.S.,

Rc.No.152/IT-Cell/2017

Dated: 01-11-2017

Sub:- School Education Department - eHazar implementation -certain instructions - issued.

Read:- 1. This office Proceedings Rc.No.152/IT Cell/2017, dated: 25.07.2017 & 24.08.2017
2. This office Proceedings Rc.No.58/IT Cell/2016, dated: 13.02.2017 & 08.09.2017
3. Directions of Hon'ble CM and Hon'ble MHRD & Chef Secretary in Review meetings, Video Conferences, etc.

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The kind attention of all the District Educational Officers in the state is invited to the reference read above regarding e-Hazar in School Education Department. The three aspects of the biometric attendance that need to be monitored in school education are attendance of Teachers, Students and Office staff. This is to be done though the e-Hazar Application provided by APOne and NIC/IT & EC Dept.

TEACHER - AADHAAR BASED BIOMETRIC ATTENDANCE

It is pleased to inform that there is a tremendous improvement in the biometric attendance of Teachers across the state. District wise performance as on 31-10-2017 is indicated in Table below:

Sl.No	District	No. of Schools	No. of Schools enabled eHazar	% of Schools enabled eHazar	No. of Teachers in eHazar enabled Schools	No. of Teachers Present	% of Attendance
1	SRIKAKULAM	3006	2865	95.24	12072	10602	87.82
2	VIZIANAGARAM	2301	1494	64.23	7187	5352	74.47
3	VISAKHAPATNAM	3156	1967	62.14	9536	6333	66.41
4	EAST GODAVARI	3770	3370	89.36	15830	12934	81.71
5	WEST GODAVARI	2866	2524	88.03	11874	9002	75.81
6	KRISHNA	2641	2518	95.23	12021	9210	76.62
7	GUNTUR	3170	3147	99.21	14564	10692	73.41
8	PRAKASAM	3069	1141	35.78	7511	5236	69.71
9	NELLORE	3272	2308	70.54	10619	8252	77.71
10	KADAPA	3178	1889	59.13	8722	6602	75.69
11	KURNOOL	2667	1443	54.11	10979	8043	73.26
12	ANANTAPUR	3786	1461	38.56	11843	8900	75.15
13	CHITTOOR	4719	1880	37.42	12329	8335	67.6
Total		41601	27808	67.32	145087	109493	75.47

On 31-10-2017, 1,09,493 teachers across the state authenticated their attendance on biometric devices at their school point. While appreciating the good efforts of everyone, it is believed that this level of improvement was possible only due to the constant monitoring by the State, District and field level teams with technical support from APOne.

In this context, they are instructed to take the following actions to be ensured to achieve 100% eHazar Teacher attendance performance in the schools of their respective district and Mandals.

1. **Daily Monitoring of eHazar** - Identify low performing Mandals, Schools and locate what the problem/challenge they are facing and solve the same in coordination with the device vendors, network providers and others. In case of any device is found defective, it should be replaced within a period of 48 hours from out of the buffer stock to be maintained at the District/Divisional level.
 - a. In case no attendance is marked at the school point, they are aware that an SMS alert is being sent to the individual Teacher/Headmaster concerned from the central Server.
 - b. At the District/Mandal level, all such schools with low/no attendance should be listed out based on the previous day's attendance record from the reports available on Hon'ble Chief Minister's CORE Dashboard and cse.ap.gov.in web Portal.
 - c. The Nodal team will coordinate with the Municipal schools incharge and provide necessary support to them for monitoring biometric attendance of teachers in their schools.
 - d. Through telephone or by deputing team members to the school point reasons for low performance is ascertained and corrective action should be taken immediately.
 - e. Weekly and fortnightly reviews of low attendance percentage schools may be reviewed with the concerned MEO and take necessary corrective action.
2. **Signal Strength** - Some of the media reports informed that the teachers are giving the bio metric attendance by climbing the trees/hill rocks in view of weak signal strength. It is once again instructed that the biometric attendance should be captured within the school limits (GIS location of the school is being captured and integrated in the app). As they are aware, advance signal strength assessment was done for each and every school before allocating the SIM.
 - a. However, if there is weak signal strength or no network, other working SIM cards may be used in the device to capture the attendance of the teachers. In this regard, the following steps need to be ensured.
 - b. Identify the schools where nil or weak signal strength is consistently found, the Headmasters concerned need to report to the district nodal person for replacing the network.
 - c. The District Nodal person should take action to replace the SIM within a week from the date the change request is received.
3. The District Educational Officers should ensure that all cadre strength updations are done along with teacher details such as transfers, Aadhaar numbers and mobile numbers in the respective logins from time to time.
4. The next version of the eHazar application is being developed and will be released shortly. It will allow to capture/mark on the device the reasons for Teachers' absence - different kinds of leave, on duty (OD), deputation on official work, training, local holiday, etc.,
5. For any support, information, and submission of data may be informed through email at ehazar@apschooledu.in.

STUDENT - BIOMETRIC ATTENDANCE

All the District Educational Officers are hereby instructed to gear up the field functionaries to take up and monitor Student Attendance. The following instructions

shall be kept in view and further action is taken to ensure systematic capture of student biometric attendance.

1. It is found that even though almost 100% Aadhaar seeding is completed for students, there are some students who do not have Aadhaar numbers or have only EID numbers. 100% Aadhaar seeding of student data is a MUST.
2. There are several students who have Aadhaar numbers, but do not have their biometrics captured in the UIDAI database. Hence, during the Aadhaar authentication process to be done, the biometrics of the students will be collected, if not available.
3. Based on the experience of student biometric attendance attempted in some schools across the State, it is decided that **offline student attendance model** will be implemented. This is being done keeping in view the scale and technical challenges involved in capturing Aadhaar based biometric attendance for lakhs of students on a daily basis. This will be a two-step process
 - a. **Step 1 - One-time Aadhaar authentication** 100% Aadhaar authentication of all students at the school/complex point of all students at the school/complex point and local Registration through capture of student biometrics is required to put in place for the offline bio-metric attendance system for students.
 - b. **Step 2 - Offline Registration** of students in the local device, through capture of their biometrics to map to their Child Id for daily attendance marking in offline mode. The Biometrics of students will be collected for storing on the local device.
4. An App is being provided in the device for taking up Offline Registration of students. This will be released to the field by 03-11-2017
5. **Preparatory work at School/Mandal level** - The following processes/activities need to be completed in a time bound manner.
 - a. Starting with Class IX students first, in a descending order, class wise all students' Aadhaar authentication and local registration needs to be done from 04-11-2017 to 07-11-2017
 - b. The Aadhaar enrolled student percentage may be viewed in the reports available on the devices. List out the children with error codes 300 and 811.
 - c. All HMs and MEOs should review the Aadhaar seeding status of all students in the School/ Complex/ /Mandal. Enrolment of students who do not have Aadhaar is to be ensured in child information system.
 - d. The students who do not have Aadhaar number may be brought to the Mandal/Complex level for Aadhaar enrolment, from schools where the number of such students is less than 10. At the Complex/Mandal level enrolment kits will be placed and Aadhaar enrolment will be done by the Agency identified for that purpose. Details of the Enrolment Agency will be communicated separately.
 - e. The Enrolment Agencies will set up Enrolment Centres for enrolment and generation of Aadhaar numbers and updating biometrics for existing students having Aadhaar numbers. In close coordination with the enrolment agency, visits for students requiring Aadhaar enrolment should be organised.
 - f. The process mentioned above should be planned by the MEO prior to the day of updating the biometrics/enrolment. Schedule need to be communicated to the Enrolment centres.

6. Daily Offline Biometric attendance of Students is to be done based on the biometrics of the students stored in the local device. The daily attendance data is to be uploaded on to the Cloud/Central Server by syncing the device periodically. This in turn will be integrated with the Hon'ble CM Dashboard. A provision will be made for the same in the application.

The above points mentioned are very essential to implement eHazar for both teachers and students at the schools.

The District Educational Officers are instructed to issue necessary instructions to the MEOS /Head Masters to take further action in the matter and ensure that the Aadhaar authentication and registration of students is completed between 04-11-2017 to 07-11-2017. All required technical support will be provide by APOne and the enrolment agency.

Sd/-K.Sandhya Rani
Commissioner of School Education

To

All the District Educational officers in the state
All RJDSEs in the state for information and for taking action on these proceedings.
Copy forwarded to all the District Collectors in the state for kind information and necessary action.

//True Copy Attested//


Additional Director 11/11/17
