भारतीय विमानपत्तन प्राधिकरण
**AIRPORTS AUTHORITY OF INDIA**
क्षेत्रीय मुख्यालय, दक्षिणी क्षेत्र ,चेन्नई
**REGIONAL HEADQUARTERS, SOUTHERN REGION, CHENNAI**

JAS-ANZ

आरटीआई - समयबद्ध /RTI – TIME BOUND

सं./ Ref : भाविप्रा/द. क्षेत्र /सूचना अधिकार /2024 AAI/SR/RTI/2024/ T-12    दिनांक / Date :17.02.2025

सेवा में / To

श्री / Shri. Rohit Singh
West Bengal

विषय / Sub : सूचना अधिकार अधिनियम, 2005 के अंतर्गत माँगी गई सूचना श्री. रोहित सिंह के आवेदन के संबंध में / Information under RTI Act, 2005- Application of Shri. Rohit Singh - reg

संदर्भ /Ref : AAICH/R/T/25/00012 dated 16.01.2025

महोदय / महोदया / Sir/ Madam,

कृपया आपके ऑनलाइन के माध्यम से प्राप्त सूचना अधिकार के अनुरोध के संबंध में ।
Reference may please be made to your online RTI Request as above.

इस संबंध में उक्त सूचना के संरक्षक द्वारा प्रदान की गई अपेक्षित सूचना कृपया इसके साथ संलग्न है।
In this regard, the information furnished by the custodian of information is attached herewith.

यदि आप उक्त उत्तर/सूचना से संतुष्ट नहीं हैं, तो आपके द्वारा प्रथम अपीलीय प्राधिकारी के समक्ष 30 दिनों के अंदर अपील किया जा सकता है । In case, you are not satisfied with the reply/information, you may prefer an appeal within 30 days to the First Appellate Authority

प्रथम अपीलीय प्राधिकारी के संबंध में विवरण निम्न है। The details of FAA are given below.

एस.जी. पणिक्कर / S G Panicker,
क्षेत्रीय कार्यपालक निदेशक / प्रथम अपीलीय प्राधिकारी
Regional Executive Director/First Appellate Authority
भारतीय विमानपत्तन प्राधिकरण / Airports Authority of India,
क्षेत्रीय मुख्यालय , दक्षिणी क्षेत्र / Regional Headquarters, Southern Region,
चेन्नई हवाईअड्डा / Chennai Airport
चेन्नई / Chennai – 600 016
दूरभाष / Phone No.: 044-22561234
ई मेल / Email : redsr@aai.aero

भवदीय / Yours faithfully,

(बी. मुरलीधरन / B. MURALIDARAN)
महाप्रबंधक (मानव संसाधन)- क्षे .मु- द.क्षेत्र
General Manager (HR)-RHQ-SR
जन सूचना अधिकारी – सूचना अधिकार
PUBLIC INFORMATION OFFICER-RTI

संलग्न/Encl.: यथोपरि/As above

AAI/SR/ITD/RTI/2025/01                                         14-02-2025

Reference to the email from PIO dated 14-02-2025 regarding the RTI query registration number AAICH/R/T/25/00012 dated 16/01/2025. The information sought pertaining to Southern Region is forwarded herewith.

| Sl.No | Information Sought | Reply |
|-------|--------------------|-------|
| 1 | Are biometric authentication systems being used for marking employee attendance in the Airports Authority of India? | Yes |
| 2 | Provide the list of airports under AAI where biometric authentication systems are currently implemented for employee attendance. | Bangalore, Calicut, Cochin, Cuddapah, Mangalore, Mysore, Pondicherry, Rajahmundry, Tirupati, Tuticorin, Vijayawada ,Agatti, Belgaum, Coimbatore, Hubballi, Hyderabad, Kalaburaki, Madurai ,Salem, Trichy ,Trivandrum ,Vizag. |
| 3 | Provide the number of airports under AAI using biometric attendance systems, categorized region-wise (e.g., Northern Region, Southern Region, Eastern Region, Western Region, and North-Eastern Region). | **Southern Region Airports**: Bangalore, Calicut, Cochin, Cuddapah, Mangalore, Mysore, Pondicherry, Rajahmundry, Tirupati, Tuticorin, Vijayawada ,Agatti, Belgaum, Coimbatore, Huballi, Hyderabad, Kalaburaki, Madurai ,Salem ,Trichy ,Trivandrum ,Vizag. |
| 4 | Provide the list of airports under AAI that are not using biometric attendance systems. | Nil |
| 5 | When was the biometric authentication system for attendance introduced in AAI-managed airports? | 01-07-2015 |

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P8Memm
14/02/25

संयुक्त महाप्रबंधक (सूचना प्रौद्योगिकी)/ Joint General Manager (IT)

CPIO, Southern Region

No. AAI/SR/HR/BAS/RTI/2025/01                                    Date: 14.02.2025

## INTER OFFICE NOTE

Sub: Reply to RTI No. AAICH/R/T/25/00012 dated 16.01.2025 – reg.
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Reference may please be made to Electronic RTI request No. AAICH/R/T/25/00012 dated 16.01.2025 raised by Mr. Rohit Singh, West Bengal, forwarded by PIO, SR vide RTI MIS dated 22.01.2025.

2. In this regard, the reply for query No. (I & XIII) is furnished below.

| S.No | Information Sought | Reply |
|------|--------------------|-------|
| 1 | Are biometric authentication systems being used for making employee attendance in the Airports Authority of India | IT Dept, RHQ-SR may see for providing the necessary information. |
| 2 | Provide the list of airports under AAI where biometric authentication systems are currently implemented for employee attendance | IT Dept, RHQ-SR may see for providing the necessary information. |
| 3 | Provide the number of airports under AAI using biometric attendance systems, categorized region-wise (e.g., Northern Region, Southern Region, Eastern Region, Western Region and North Eastern Region) | IT Dept, RHQ-SR may see for providing the necessary information. |
| 4 | Provide the list of airports under AAI that are not using biometric attendance systems. Specify the reasons for not implementing biometric attendance systems at these airports. | IT Dept, RHQ-SR may see for providing the necessary information. |
| 5 | When was the biometric authentication system for attendance introduced in AAI-managed airports? | IT Dept, RHQ-SR may see for providing the necessary information. |
| 6 | Provide copies of any policy documents or guidelines issued by AAI regarding the implementation and use of biometric attendance systems. | Circular enclosed |
| 7 | Are monthly airport wise attendance reports generated? If yes, are these reports reviewed by the HR department? Provide details on the process of reviewing these reports and any actions taken based on the review for 2022, 2023, and 2024. | The information sought is not under the purview of Section 2(f) of IT Act 2000. |
| 8 | Are there any plans to extend the use of biometric authentication systems to airports where it is not yet implemented? If yes, provide the expected timeline. | The information sought is not under the purview of Section 2(f) of IT Act 2000. |

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17/02/2025

(G.LOGANATHAN)
Sr. Manager (HR) 14/2/25

JGM (HR)

Encl: Circular No.AAI/Admn.Misc/2015/ dated 17.06.2015

To: GM (HR),SR/Public Information Officer, SR

NO. AAI/Admn. Misc./2015/

Dated: 17.06.2015

Sub: **Implementation of Biometric Attendance System.**

It has been decided to implement Aadhar enabled Biometric Attendance System w.e.f. 01.07.2015.

As per the requirement of system, employees have to register their particulars on the following website:

**http://aaoi.attendance.gov.in/register/myemp**

The employee enrolling shall have to upload photograph less than 150 KB and personal information such as i.e. Aadhar Card number, email id, mobile number etc.

All HoDs are requested to advise officials working under their administrative control to get register themselves latest by 23.06.2015 so as biometric system is implemented from 01.07.2015.

This issues with the approval of Competent Authority.

**(R.K.Dhingra)**
**Jt. GM (Admn.)**

**Distribution:**

1. DGM(ES) to Chairman
2. DGM (ES) to Member (Plg.)/Member (ANS)/Member (Ops)/ Member (Fin)/Member (HR)
3. All HoDs at RG Bhawan/Safdarjung Airport/New Office Complex
4. GS AAEU/GS AAIOA/GS ATC Guild
5. GS ACOA/President Engg.(Guild)/GS IAAIOA/GS SC/ST WA
6. GM (IT) for uploading on AAI website
7. Notice Board