



**TECHNO INDIA  
UNIVERSITY  
TRIPURA**

(Established under The Tripura Act No. 4 of 2023 & UGC u/s 2(f) of UGC Act. 1956)

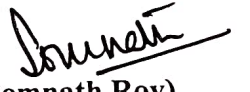
आनंदनगर, महेशखोला, त्रिपुरा (पश्चिम) -799004/Anandanagar, Maheshkhola, Agartala, Tripura (West)-799004  
ई-मेल/e-Mail: [registrar@tiut.ac.in](mailto:registrar@tiut.ac.in), वेबसाइट / Website: [www.tiut.ac.in](http://www.tiut.ac.in)

## **CIRCULAR**

**Maheshkhola, 18/08/2025**


**F.No.TIUT /01/18/CIRC/2025-26-Admin/382** This is for the information of all concerned that from **20<sup>th</sup> August, 2025** onwards employee (both teaching and non-teaching) attendance shall be recorded on the basis of the biometric credentials. All the respective employees are hereby requested to record their daily attendance (in and out) on the biometric device kept at the Registrar's Branch.

This circular is issued with prior approval of the Hon'ble Vice-Chancellor, TIUT.

  
(Somnath Roy)  
Registrar (i/c)

**Copy to :-**

1. PA to VC, TIUT for kind information to Hon'ble VC, TIUT.
2. Dean of Academic Affairs, TIUT, for kind information.
3. Dean of School of Humanities and Social Sciences, TIUT for kind information.
4. Dean (i/c), School of Engineering and Technology School of Engineering and Technology, TIUT for kind information.
5. Registrar (i/c), TIUT for information
6. Controller of Examination (i/c), TIUT for information.
7. All HoDs/In-charge of all schools/departments of TIUT for information and circulation.
8. Sr. Manager, Admission & Outreach, TIUT for information and circulation.
9. Website i/c with a request to upload this notification in the website of the university.
10. Notice Board.
11. Guard File.

  
Registrar (i/c)