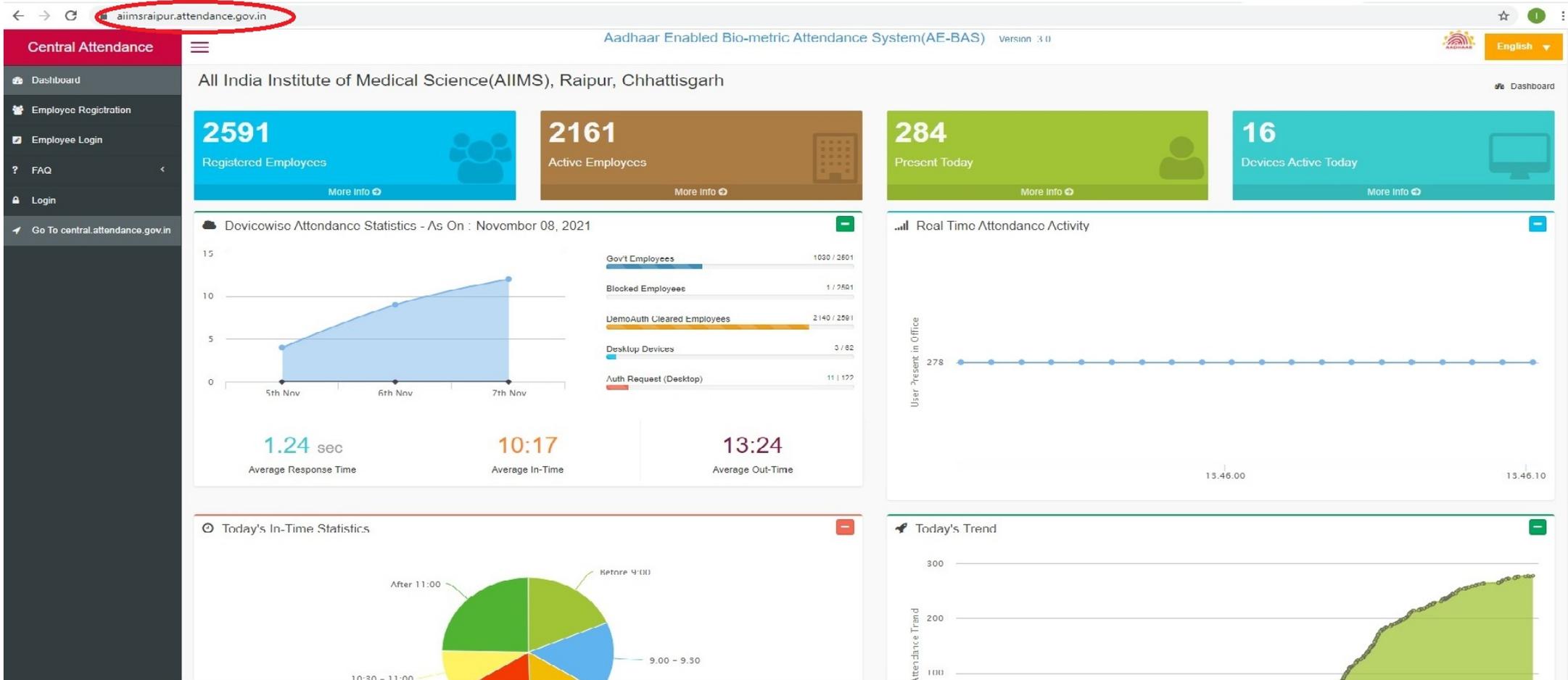


Step by Step Procedure for Biometric Attendance Registration Process

1. Open the Central Attendance Page of AIIMS Raipur using the following URL:
<https://aiimsraipur.attendance.gov.in/>
2. Click on the 'Employee Registration' menu among the list of menus displayed on the left portion of the page.
3. Fill in the Given Details as per the Aadhar and Click on generate OTP Button.
4. Enter the OTP obtained on your Mobile Number and Click Submit Button.
5. Fill in the given Personal details as per the instructions provided on the page. Only * fields are mandatory.
6. Fill in the given Organizational details as per the instructions provided on the page.
7. After Successful Completion of the Biometric Attendance registration Process duly signed (authenticated) copy of the receipt of successful completion from the Reporting Officer/HOD is to be mailed to:
biometric@aiimsraipur.edu.in
8. Screenshot of the above mentioned steps are provided below on the coming pages.
9. For any further queries regarding the biometric attendance registration process or in case on unsuccessful registration please contact on the following mails:

it@aiimsraipur.edu.in
it.aiimsraipur@gmail.com

Step1: Open central attendance page of AIIMS Raipur with following URL.



Step2: Click on the Employee Registration option given below.

The screenshot shows the 'Employee Registration' page of the 'Central Attendance' system. The browser address bar shows 'aiimsraipur.attendance.gov.in/register/myemp/emp_authentication'. The page title is 'Aadhaar Enabled Bio-metric Attendance System(AE-BAS) Version 3.0'. The left sidebar contains navigation options: 'Dashboard', 'Employee Registration' (highlighted with a red circle), 'Employee Login', 'FAQ', 'Login', and 'Go To central.attendance.gov.in'. The main content area is titled 'Employee Registration' and contains a form with the following fields: 'Employee Name *' (with placeholder 'Enter Employee Name'), 'Date of Birth *' (with placeholder 'dd-mm-yyyy' and a calendar icon), and 'Mobile No. *' (with placeholder 'eg 9876512345'). A 'Generate OTP' button is located below the form. To the right of the form, there is a box titled 'Instructions for using Employee Corner:' with a list of four steps: 1. Enter the Employee Name as per Aadhaar, 2. Enter Date of Birth as on Aadhaar, 3. Enter the valid Mobile Number for OTP, and 4. Click on Generate OTP. Below the instructions, it says 'For any other assistance please get in touch with the NIC Service Desk at (<https://servicedesk.nic.in/>).

Step3: Fill the given details and click Generate OTP.

← → ↻ aiimsraipur.attendance.gov.in/register/myemp/emp_authentication

Aadhaar Enabled Bio-metric Attendance System(AE-BAS) Version 3.0

All Login Passwords In English

Employee Registration

Home > Employee Registration

Employee Name *

Date of Birth * **Mobile No. ***

mm/dd/yyyy eg 9876512345

Generate OTP

Instructions for using Employee Corner:

1. Enter the Employee Name as per Aadhaar
2. Enter Date of Birth as on Aadhaar
3. Enter the valid Mobile Number for OTP
4. Click on Generate OTP

For any other assistance please get in touch with the NIC Service Desk at (<https://servicedesk.nic.in/>).

Step4: Enter the OTP obtain on your mobile phone and Click on Submit Button.

Central Attendance

Dashboard

Employee Registration

Employee Login

FAQ

Login

Go To central.attendance.gov.in

at and the New Password has been sent on registered Email Ids.

Aadhaar Enabled Bio-metric Attendance System(AE-BAS) Version: 3.0

English

Employee Registration

Home > Employee Registration

Mobile No. *

8947866235

OTP *

Submit

Instructions:

1. Enter One Time Password (OTP) as received.
2. Press Submit button.

For any other assistance please get in touch with the NIC Service Desk at (<https://servicedesk.nic.in/>)

Step5: Fill in given details as per the instructions given. (Only * fields are mandatory.)

← → ↻ aairnsraipur.attendance.gov.in/register/myemp

Central Attendance

Aadhaar Enabled Bio-metric Attendance System(AE-BAS) Version: 3.0

All Login Passwords have been reset and the New Password

English

Dashboard

Employee Registration

Employee Login

FAQ

Login

Go To central.attendance.gov.in

Employee Registration create on-boarding request

Home > Employee Registration

Personal Details **Organization Details**

Employee Name *

Jabraram Chouhan

Date of Birth * 29 05 1995 **Gender *** Male

Enter Aadhaar Number *

346584890864

Aadhaar Authentication Successful

F-Mail

JATINCHOUHAN1995@GMAIL.COM

Mobile No. *

0947066235

Org Emp Code

eg 98765123451234567890

Next

Instructions for filling the Employee On-boarding request form:

1. Enter your Full Name.
2. Enter date of birth (format DD-MM-YYYY)
3. Select your Gender.
4. Please provide your 12 digit Aadhaar number
5. **Employee's demographic data: Name, Date of Birth, Gender and Aadhaar Number should match with UIDAI data**
6. Enter your email.
7. Enter your 10 digit mobile number.
8. Hit the Next button or click on Organization details tab to complete the second part of the form.
9. Select Employee Type
10. Select the name of your Division/Unit within the Organization
11. Select your Designation (only when Employee Type is Government)
12. Select your office location (e.g. your office building name)
13. Upload your recent scanned/digital picture in .jpg format of max file size 100 KB.
14. Please enter the captcha code.
15. Please Check the consent box.
16. Please review the form before submission.

Note:

a. If any of the pre requisite information is not available in the form (select options only), please get in touch with the concerned officer in your department to get the details updated.

b. Please ensure that you have filled the form with correct information and have uploaded a recent photograph, as the information submitted will check for correctness and quality. Incorrect data will be rejected and will require re-registration.

c. For any other assistance please get in touch with the NIC Service Desk at (<https://servicedesk.nic.in/>).

Step6: Fill the given detail as per instructions given.

Central Attendance

Aadhaar Enabled Bio-metric Attendance System(AE-BAS) Version: 3.0

All Login Passwords have been reset and the New Password has t

English

Dashboard

Employee Registration

Employee Login

FAQ

Login

Go To central.attendance.gov.in

Employee Registration create on-boarding request

Home > Employee Registration

Personal Details Organization Details

Organization Name
All India Institute of Medical Science(AIIMS), Raipur, Chhattisgarh

Employee Type *
Government Employee

Division/Unit within Organization *
HOSPITAL ADMIN BLOCK

Designation *
Nurse Gr.II

Office Location *
Raipur

Photograph (only .jpg format and size upto 160 KB) *
Choose File ra111.jpg

Enter the code exactly as it appears: * **e312eE** Not readable? Change text.

Please Select the checkbox

Disclaimer: I, owner of above Aadhaar Number, agree that the Aadhaar Enabled Biometric Attendance System (AEBAS) uses my Aadhaar

Instructions for filling the Employee On-boarding request form:

1. Enter your Full Name.
2. Enter date of birth (format DD-MM-YYYY)
3. Select your Gender.
4. Please provide your 12 digit Aadhaar number
5. Employee's demographic data: Name, Date of Birth, Gender and Aadhaar Number should match with UIDAI data
6. Enter your email.
7. Enter your 10 digit mobile number.
8. Hit the Next button or click on Organization details tab to complete the second part of the form.
9. Select Employee Type
10. Select the name of your Division/Unit within the Organization
11. Select your Designation (only when Employee Type is Government)
12. Select your office location (e.g. your office building name)
13. Upload your recent scanned/digital picture in .jpg format of max file size 100 KB.
14. Please enter the captcha code.
15. Please Check the consent box.
16. Please review the form before submission.

Note:

a. If any of the pre-requisite information is not available in the form (select options only), please get in touch with the concerned officer in your department to get the details updated.

b. Please ensure that you have filled the form with correct information and have uploaded a recent photograph, as the information submitted will check for correctness and quality. Incorrect data will be rejected and will require re-registration.

c. For any other assistance please get in touch with the NIC Service Desk at (<https://servicedesk.nic.in/>).

Step7: After completion of registration duly authenticated copy of the same is to be mailed at biometric@aiimsraipur.edu.in.

The screenshot displays the 'Central Attendance' system interface. The browser address bar shows 'aiimsraipur.attendance.gov.in/register/myemp'. The page title is 'Aadhaar Enabled Bio-metric Attendance System(AE-BAS) Version 3.0'. A notification at the top right states 'All Login Passwords have been reset and the New Password has been s'. The main content area is titled 'Employee Registration On-boarding Request'. A green success message reads: 'Registration completed successfully. Dear Sir/Madam, Employee registration for Diometric Attendance System (DAS) is completed. For your records: Registration ID: [REDACTED], Name: [REDACTED], Mobile no: [REDACTED]. We will process your request shortly.' To the right, a 'Further Process' section lists: 1. The submitted information will be checked for quality & correctness. 2. Please get in touch with your Nodal Officer and get your data verified. A 'Note' section follows: a. You may login to the Employee corner using the Registration ID and update the information submitted. b. For any other assistance please get in touch with the AtNIC Service Desk at (<https://servicedesk.nic.in/>).