मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد نیشنل اُردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY

F.No. MANUU/ER.I(B)/F.110/2019-20/R-31
Dated: 19th September, 2019

CIRCULAR

Sub: Safety and Security Measures taken by the University for Data Protection of Biometric data collected from employees for BAS - reg.

It is notified to all employees of MANUU that the University has implemented Biometric Attendance System (BAS) through various Office Orders issued vide F.No. MANUU/ER.I(B)/F.110/2019-20/ dt. 7.8.2019, 8.8.2019, dt. 23.8.2019 & 27.8.2019 for teaching and non-teaching staff serving in its Main Campus at Hyderabad and other locations across the country.

A few faculty members through MANUUTA have raised some concerns about the security issues in the usage of Biometric Attendance System (BAS). In the above context, it is hereby brought to the notice of all teaching and non teaching employees that the University through its Centre for Information Technology (CIT) is storing finger prints of each employee in password protected machines and the ICT infrastructure permitting access to the BAS machines from network has been 'hardened' to limit access to very limited nodes. Further the attendance database contains very limited amount of employees' data which is not sensitive in nature. To ensure stronger restrictions on network access, 'Strong' passwords policy has been adopted by the CIT. The network access to BAS Data is protected by two level of authentication.

Registrar

Copy to:-

1. All Deans of Schools/ Heads of Departments/ Directors of Centres / Director, DDE/ Regional Directors/ Assistant Regional Directors/ Principals of CTEs / Polytechnics/ ITIs/ Model Schools/ In-charge of Lucknow and Budgam Campuses.
2. Finance Officer/Coordinator-Teaching, BAS
3. Deputy Registrar (ER.I)/Assistant Registrar (ER.I)
4. Dean (STC), Jt. Dean (Academic), Director, IQAC, Director (Admissions), DSW, Proctor, Controller of Examinations.
5. Sectional Heads/JRs/DRs/ARs
6. Office of the Vice Chancellor/ Pro-Vice Chancellor / Registrar/Librarian
7. Director, CIT for uploading the University website