

Instructions for Employee Registration

Open internet Browser IE, MOZILLA, GOOGLE CROME

WRITE : jkdaleh.attendance.gov.in

Dashboard | J & K Attendance System

jkdaleh.attendance.gov.in

al Officers : Saturday Working Option. Out of Organisation marking report. Present/Absent Report (Today) *Cyb

District Administration, Leh Biometric Attendance System

59 Registered Employee

58 Active Employees

0 Present Today

0 Devices

Attendance Statistics

Verified Employees	58 / 59
Biometric Terminals	0 / 0
Desktop Device	0 / 1
Auth Request (Desktop)	1 / 1

Attendance Activity

Employees Present in Office

0.55 sec Average Response

00:00 Average In-Time

00:00 Average Out Time

11:59:00 11:59:15

ENG INTL 11:59 27-04-2016

Click on Employee Registration

Step 2:-Click on Employee Registration and fill Personal Details.

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. Enter your email.
6. Enter your 10 digit mobile number.
7. Hit the "Next" button or click on Organization details tab to complete the second part of the form.

The screenshot shows a web browser window displaying the 'Employee Registration' form on the 'jkdaleh.attendance.gov.in' website. The browser's address bar shows the URL 'jkdaleh.attendance.gov.in/register/myemp'. The website's header includes 'J & K Attendance' and 'UPDATES * Nodal Officers : Saturday Working Option. Out of Organisation'. The form is titled 'Employee Registration create on-boarding request' and has two tabs: 'Personal Details' (selected) and 'Organization Details'. The form fields include: 'Employee Name *' (text input), 'Date of Birth' (text input with format 'dd-mm-yyyy'), 'Gender *' (dropdown menu), 'Enter Aadhaar Number *' (text input), 'E-Mail *' (text input), and 'Mobile No. *' (text input with example 'eg 9876512345'). A blue 'Next' button is located at the bottom of the form. To the right of the form is a box titled 'Instructions for filling the Employee On-boarding request form:' containing a 14-step list of instructions and a 'Note' section with three sub-points (a, b, c) providing additional guidance. The Windows taskbar at the bottom shows various application icons and the system tray with the date '27-04-2016' and time '11:34'.

Step 3:- Organization Details.

1. Select Employee Type: Government
2. Select the name of your Division/Unit within the Organization
3. Select your Designation (only when Employee Type is Government)
4. Select your office location.(e.g. your office building name)
5. Upload your recent scanned/digital picture in ".jpg" format of max file size 100 KB. (First scan the photos in jpg not more then 100KB first)
6. Please enter the captcha code.
7. Please review the form before submission.

Dashboard | J & K Attendance | X | How can i insert a new pa... X | Planning CEO L... X

← → ↻ 🏠 jkdaleh.attendance.gov.in/register/myemp ☆ 📱 ☰

Apps 📁 New Tab 📁 New Tab 📁 New Tab 📁 Image detail for -rona 📁 https://www.facebook... 📁 New Tab 📁 New Tab 📁 Google 📁 SSC Registration

J & K Attendance 📁 UPDATES * Nodal Officers : Saturday Working Option. Out of Organisation marking report. Pres 📁

Dashboard
Employee Registration
Employee Login
FAQ
Login
Go to Attendance.gov.in

Employee Registration

 create on-boarding request Home > Employee Registration

Personal Details Organization Details

Organization Name
District Administration, Leh

Employee Type * Division/Unit within Organization *
- Select Type - - Select Division/Unit -

Designation *
- Select Designation -

Office Location *
- Select Office Location -

Photograph (only .jpg format and size upto 150 KB) *
Choose File No file chosen

Enter the code exactly as it appears: * **ace8a9** Not readable? Change text.

Confirmation Code

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. Enter your email.
6. Enter your 10 digit mobile number.
7. Hit the "Next" button or click on Organization details tab to complete the second part of the form.
8. Select Employee Type
9. Select the name of your Division/Unit within the Organization
10. Select your Designation (only when Employee Type is Government)
11. Select your office location.(e.g. your office building name)
12. Upload your recent scanned/digital picture in ".jpg" format of max file size 100 KB.
13. Please enter the captcha code.
14. 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 Attendance Helpdesk or write to us at [helpdesk-attendance\[at\]gov\[dot\]in](mailto:helpdesk-attendance[at]gov[dot]in).

Windows Taskbar: 11:39 27-04-2016

Then press Submit button & it will Save the data and the id will be generated (8 Digit) usually the last eight digit of your adhaar No Note down this on the employee form .

After registration of all employees size contact NIC DC Office for biometric software