



झारखण्ड केन्द्रीय विश्वविद्यालय
Central University of Jharkhand
(Established by an Act of Parliament of India, 2009)



Ref. No.: CUJ/ITP/2021/95/769

Date: 19 September 2022

NOTICE

The University is going to implement 'Android based Attendance System' on a trial basis for all the employees in both the campuses *i.e.*, Brambe and Cheri-Manatu.

1. All the employees are requested to download the application file (CUJAttendanceApp.apk) from the University website (<http://cuja.ac.in/attendance.php>) for the smooth implementation of the attendance system.
2. The user manual with the step-by-step process of installation and its functionality is available on the same webpage.
3. It is mandatory for all the regular and contract employees to mark the attendance in the *online attendance system* by installing and registering on the attendance application using their officially registered mobile number (as shared with the Samarth Portal) with effect from 22 Sept. 2022.
4. Employees have to mark daily attendance while arriving (*check-in*) and departing (*check-out*) to either of the campuses. There are provisions in the attendance system, where employees can check-in from one campus and check-out from the same/other campuses.
5. The attendance will be based on the GPS of the mobile device, which will be functional within the campus boundary only as specified below, and effectively works in the open sky environment.
 - (a) Brambe Campus: Academic Area,
 - (b) Cheri-Manatu Campus: (1) Administrative Complex including the open space
(2) Academic Building 2 (School Style) including its open space & boundary area
6. In case of any issues, please contact the System Analyst (+91-7762922334) regarding the installation and its operation/functionality.

This is issued with the approval of the Hon'ble Vice Chancellor.

Copy to:

1. P.S. to Vice Chancellor
2. P.S. to Registrar
3. P.S. to Finance Officer
4. All the Concerned Departments
5. All the Staff of the University (By email)
6. Technical Cell for uploading on the University website


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