**kf]v/f ljZjljBfno**

**:jf:Yo lj1fg ;+sfo**

**kf]v/f–n]vgfy–#), sf:sL kmf]g g+ )^!–%-^!^(\***

**;fdfu|L tyf ;]jf cfk"lt{ ug{ ;"lr btf{ u/fpg] ;DaGwL ;"rgf**

**-k|yd k6s k|sflzt ldlt M @)&$.)#.@%\_**

kf]v/f ljZjljBfno, :jf:Yo lj1fg ;+sfosf] nflu cfly{s jif{ @)&$.@)&% df cfjZos kg]{ tkl;ndf pNn]v ul/P adf]lhdsf ;fdfg, ;]jf tyf dd{t sfo{ cfk"lt{ u/fpg O{R5's O{hfht k|fKt JolQm,kmd{,;+:yf jf sDkgLaf6 kmd{ btf{sf] cWofalws gljs/0f ePsf] k|df0fkq, d"=c= s/ btf{ k|df0fkq - d"=c= s/df btf{ x'g gkg]{sf] xsdf ;f]sf] cflwsfl/s sfuhft\_, cf=a= @)&@.)&# ;Ddsf] s/ r'Qmf k|df0fkq ;lxt cfk'mn] ug{ rfx]sf] sfo{ pNn]v u/L ;Dks{ gDa/ / cfk\mgf] 7]ufgf n]vL k|Tos sfo{sf] nflu 5'§f–5'§} lgj]bg ;lxt ;"rgf k|sflzt ePsf] ldltn] !% -kGw|\_ lbg -ldlt @)&$ ;fn >fj0f \* ut]\_ leq :jf:Yo lj1fg ;+sfosf] sfof{nodf sfo{no ;do leq ;"rL btf{ ug'{ x'g ;DalGwt ;a}sf] hfgsf/Lsf] nlfu of] ;"rgf k|sflzt ul/Psf] 5 .

**tkl;nM**

!= :6];g/L tyf sfof{no ;fdfu|Lx? pknJw u/fpg .

@= 5kfO{ ;DaGwL sfo{ ug{ .

#= kmlg{r/ ;DaGwL ;fdfu|Lx? pknJw u/fpg tyf dd{t sfo{ ug{ .

$= kmlg{l;Ë ;DaGwL ;fdfu|Lx? pknJw u/fpg .

%= ljB'tLo pks/0f tyf ;f] ;DjGwL ;fdfgx? - k+vf, Pc/ slG8;g/, l;=;L l6=eL, l6=eL= Sofd]/f, lel8of] Sofd]/f, O{=lkP aS;, Attendance Machine, lkm|h, lrd, tf/ O{TofbL\_ pknJw u/fpg tyf dd{t ug{ .

^= On]S6|f]lgS; pks/0f /sfof{no pks/0fx? -sDKo'6/ ,lk|G6/,kmf]6f]skL d]l;g, o'=lk=P;,km\ofS; d]l;g,O{G6/g]/,6f]g/ cflb\_ pknJw u/fpg, sf6L{h l/lkmn tyf dd{t ug{ .

&= k|of]uzfnf pks/0fx? pknJw u/fpg tyf dd{t ug{ .

\*= k|of]uzfnf s]ldsn pkNfJw u/fpg .

(= cfNd'lgod kfl6{zg÷sfof{no kfl6{zg ;DaGwL sfo{ ug{ .

!)= xf8{jo/ ;DaGwL ;fdfu|Lx? pknJw u/fpg .

!!= :jb]z tyf ljb]z e|d0fsf nflu l6s6 tyf xf]6n Joj:yf ug{ -6«fen Ph]G;L\_

!@= ;jf/L ;fwg -x]eL 6f6f a; / ;]G6«f] sf/\_ sf] kf6{k"hf{x? cfk"lt{ tyf dd{t sfo{ ug{ .

!#= ;"rgf k|sfzg tyf k|;f/0f ug{ -lj1fkg Ph]G;L\_

!$= s'l/o/ ;]jf -/fli6«o tyf cGt/fli6«o\_ k|bfg ug{ .

!%= xf]6n tyf nhn] pknJw u/fpg] ;]jfx? pknJw u/fpg .

!^= 6]G6 tyf Sof6l/Ë ;DjGwL ;]jf pknJw u/fpg .

!&= KnlDaË ;]jf cGtu{t dd{tsf nflu cg'/f]w cg';f/ pkl:yt eO{ sfo{ ug{ .

!\*= h]g]/]6/ dd{t tyf ;le{l;Ë ug{ .

!(= ejg /+u/f]ug ;DjlGw sfo{ ug{ .

@)= sDKo'6/ g]6jls{Ë ;DjlGw sfo{ ug{ .

@!= aLdf ;DaGwL sfo{ ug{ .

@@= ;jf/L ;fwgsf] 6fP/ pknJw u/fpg .

@#= /]l8of]÷6]lnlehg sfo{qmd / 8s'd]G6«L pTkfbg tyf k|zf/0f ug{ .