



## Introduction:

The Government of India conceived the idea of having a unique form of identification for residents of India. The features of UID or AADHAAR will be as follows: The UIDAI will be the regulatory authority managing a Central Identities Data Repository (CIDR), which will issue AADHAAR, update resident information, and authenticate the identity of residents as required. The UIDAI will ensure that the proper laws, technologies, and infrastructures are being implemented such that each resident of India gets enrolled under AADHAAR. Please refer website for more information. <http://uidai.gov.in/>

AADHAAR Number: is a 12-digit number issued by the government as proof of identity and residence in India.

## Few Important terms:

1

- **Central ID Data Repository (CIDR):** a repository regulated and managed by the UIDAI

2

- **Enrolment:** is the process of capturing resident data (including demographic and biometric data)

3

- **Enrolment center:** is the location where the enrolment happens

4

- **Enrolment station:** is the system where a resident's demographic & biometric data is captured

5

- **Know Your Resident:** KYR data is the base data which includes Name, Address, Date of Birth, Age, KYR + data are information of the individual which is other than the base information for e.g.: financial data UID Registrar is having only KYR information they are not having KYR + information

**FUNCTIONAL SCOPE:**



Procure biometric devices and the required hardware



Set up enrollment stations/centre's



Hire and train manpower



Conduct enrollment



Handle exceptions and emphasis on data quality



MIS Reporting



Data Management



Transfer hard copies to the Registrar and DMS service provider (working on behalf of UIDAI)

## Project Stakeholders:

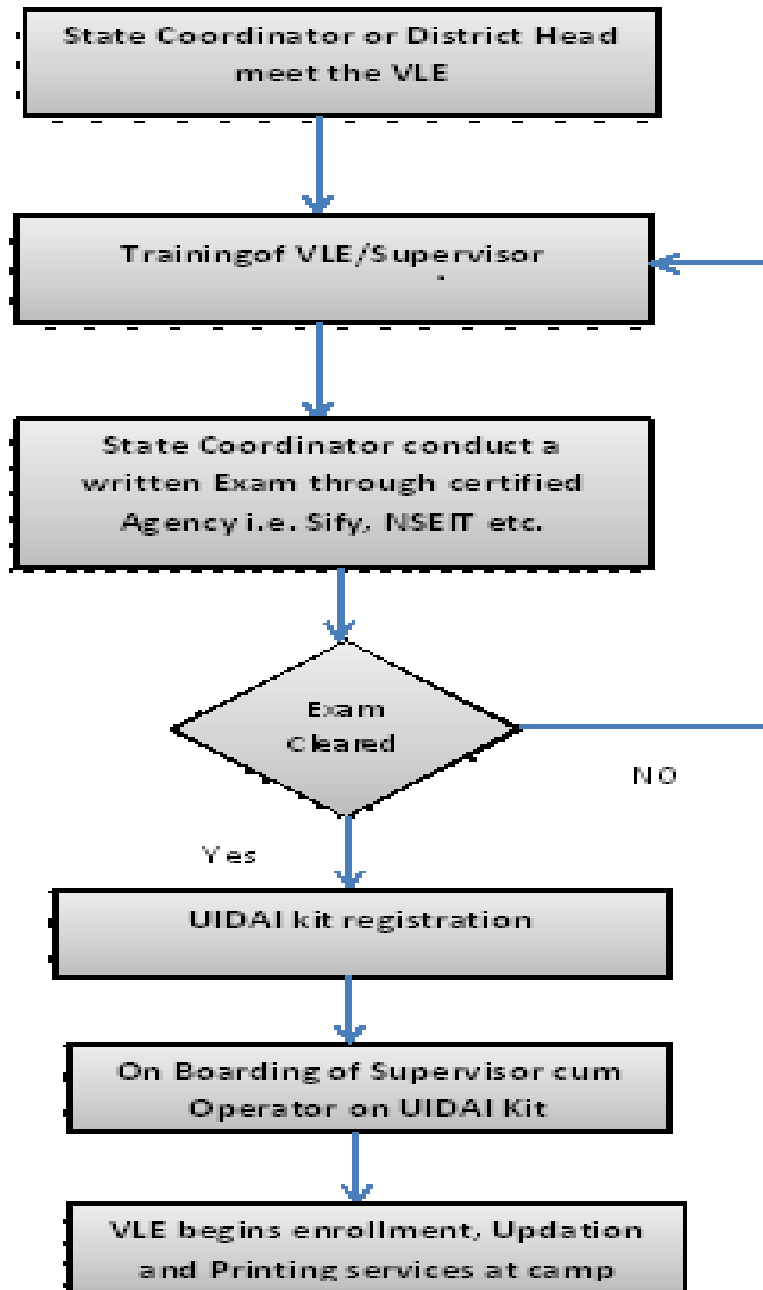
- ❖ Sahaj e-Village Ltd. as enrollment agency (Head office)
- ❖ SAHAJ State heads
- ❖ VLE / PEC Owners
- ❖ Registrars
- ❖ UIDAI -Regional offices
- ❖ State Government / Local bodies

## PEC / Sahaj Mitr/ VLE Role:

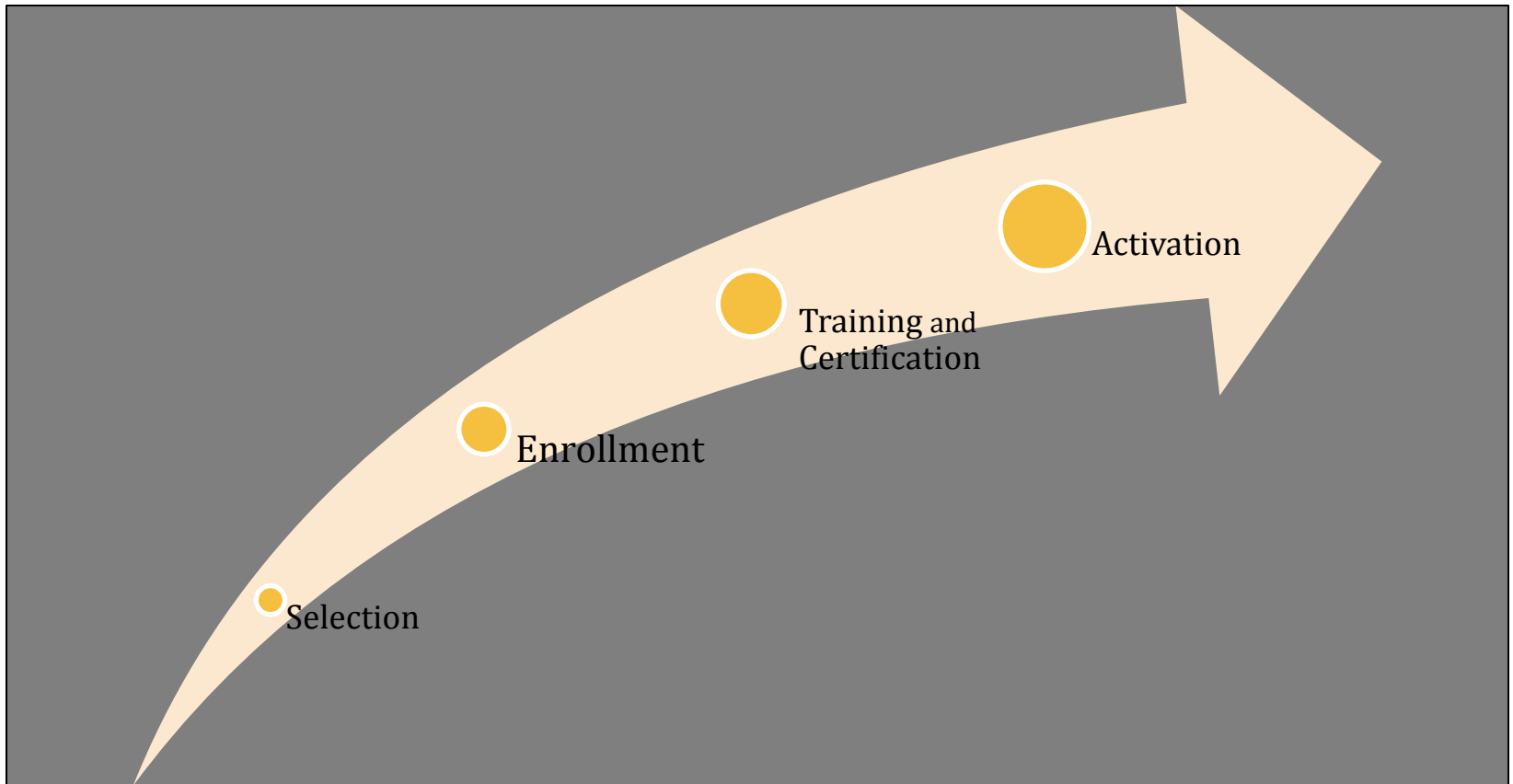
### Hire Manpower:

Position	Qualification	Age	Training Certification	Aadhaar
Operator	12 <sup>th</sup> pass/ Graduate	Above 18 yrs	Mandatory	Mandatory
Supervisor	12 <sup>th</sup> pass/ Graduate	Above 18 yrs	Mandatory	Mandatory

## On-boarding of VLE/Sahaj Mitra/Supervisor Cum Operator:



## On-boarding of operators, supervisors & technical support:





## Hiring Verifiers:

A verifier is a Registrar appointed personnel for the verification of documents. Any serving /retired official both from Government (including Armed forces and CPMFs) and PSUs including Banks not below the rank of Group 'C' / class III employees may be allowed to be deployed as Verifiers. They can be outsourced from Cluster Heads but only after approval from UIDAI and the Cluster Head cannot be the same as the one that provides enrollment services.

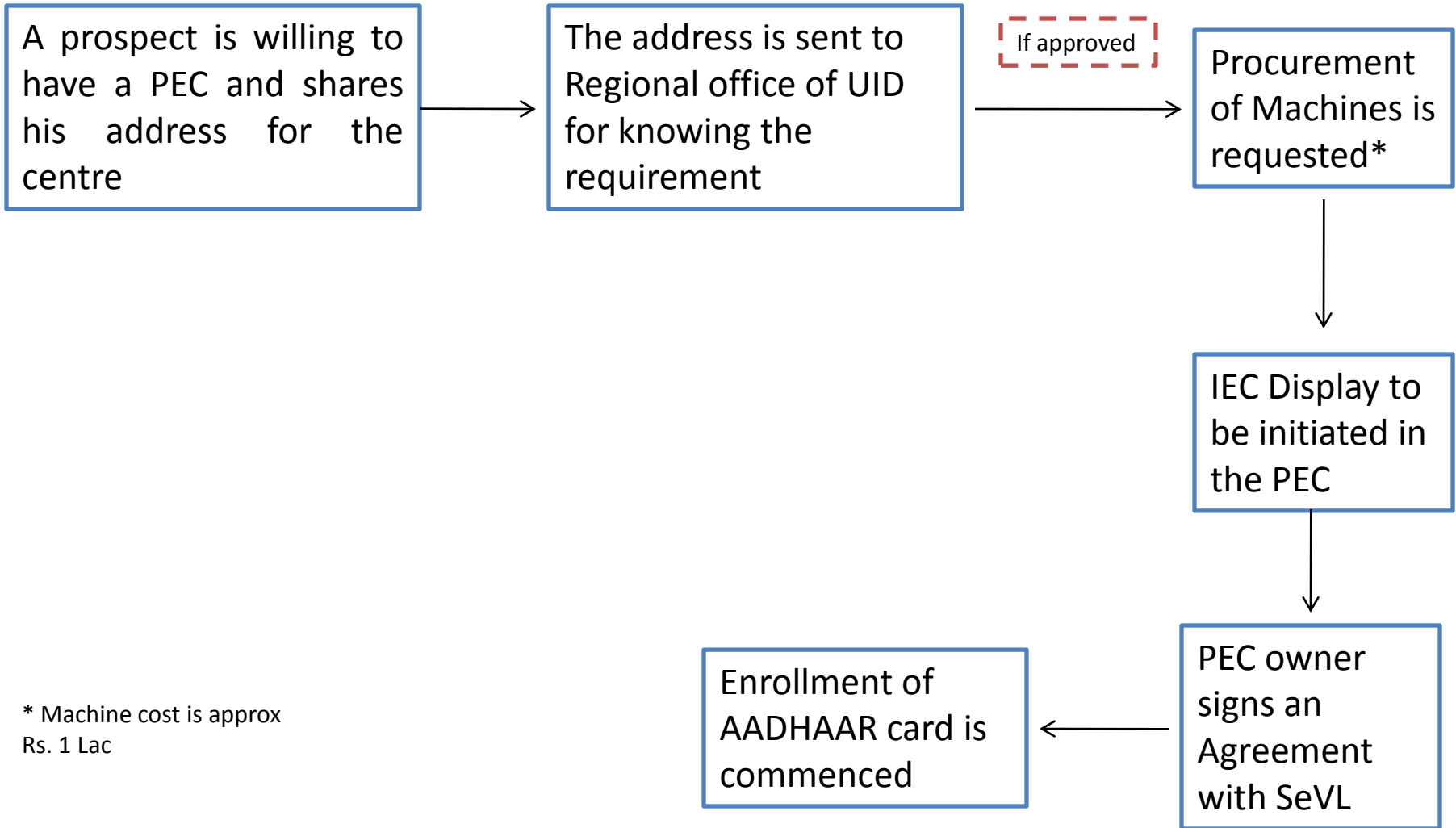
## Who can be verifiers?

- ❖ A serving or retired official of the registrar
- ❖ A retired government official who are generally well acquainted with verification procedure
- ❖ A retired govt. functionary

## Components required in EC:

S. No.	Components
1	Laptop/Desktop available(The minimum system , Windows Operating System requirement are defined in Aadhaar Installation Setup Manual ; 4 USB /USB hub for connecting biometric devices)
2	IRIS Device & Finger Print Device
3	Digital Camera / Web Camera
4	Carry case
5	Printer (A4 laser printer; must print photo with good quality receipt) / Multi Function Printer
6	Photocopier / Camp (1No.)
7	Extra monitor for residents to verify their data (15-16" with a resolution above 1024x768)
8	White back ground screen, non-reflecting, opaque, ~3ft wide, and with stand, available for taking photographs and table lamp
9	Patch cords
10	Data Card / Internet connectivity for Enrolment Client to be online every 24-48 hrs / Camp (1 No.)
11	DG Set/Inverter for power back
12	UPS and relevant accessories /Camp (1 No.)
13	Keyboard and Mouse
14	Spike Guard
15	Table Lamp
16	USB Hub
17	GPS Device (1 No.)
18	8 port LAN switch (1 No.)

## Registration Process:



\* Machine cost is approx  
Rs. 1 Lac