NSEIT EXAM:-

AADHAAR CERTIFICATION EXAM FOR "ECMP OPERATOR / SUPERVISOR" AND "CELC OPERATORS" THROUGH NSEIT LTD., AS PER DIRECTION OF UIDAI, THE TEST STRUCTURE TO TAKE THE SAID CERTIFICATION EXAM

&

CIRCULARS WITH NEW FORMS

Important Notification:

This is to inform all the candidates interested in taking Aadhaar Certification Exam for "ECMP Operator/Supervisor" and "CELC Operator" through NSEIT Ltd, that as per directions of UIDAI, the Test Structure to take the said certification exam has been amended with effect from 01st January, 2022. The new Handbook (Training content) in regional languages is available at following link: https://uidai.gov.in/ecosystem/training-testing-certification-ecosystem.html for self study and appearing in the certification exam.

Note: For verification purpose, Candidates are advised to download latest copy of their e-Aadhaar (downloaded after 15th February 2019) from the following link: https://eaadhaar.uidai.gov.in and carry the black/white/colored print out of the same at NSEIT Ltd exam centre on date of exam.

TEST STRUCTURE – ECMP OPERATOR/ SUPERVISOR EXAM CONDUCTED BY TESTING AND CERTIFICATION AGENCY

Test Structure for ECMP Operator cum Supervisor Exam applicable from 01st January 2022 will be as follows:

Chapter No.	Chapter/Module Name	Max. number of Questions on each Module				No. of Questions in Exam					
		Level -1	Level -2	Level -3	Total	Level -1	Level -2	Level -3	Total Questions	Total Duration in minutes	Total Marks
Ch-1	Introduction to UIDAI and Aadhaar	29	9	0	**38**	3	3	0	**6**	**6**	**6**
Ch-2	Registrars, Enrolling Agencies and Enrolment Staff	55	22	10	**87**	6	6	5	**17**	**19.5**	**17**
Ch-3	Onboarding of Enrolment Agency and Enrolment Staff	14	10	0	**24**	2	3	0	**5**	**5**	**5**
Ch-4	Aadhaar Enrolment /Update Process	35	19	0	**54**	8	8	0	**16**	**16**	**16**
Ch-5	Capturing Demographic and Biometric Details of Resident and Use of Enrolment/Update Client	44	16	1	**61**	4	5	1	**10**	**10.5**	**10**
Ch-6	Exception Handling	6	13	5	**24**	1	4	3	**8**	**9.5**	**8**
Ch-7	Guidelines for Enrolment Operator/Supervisor on Quality of Enrolment	0	11	17	**28**	0	7	9	**16**	**20.5**	**16**
Ch-8	Offences and Penalties	0	1	10	**11**	0	1	6	**7**	**10**	**7**

Ch-9	Guidelines for the Enrolment Staff to Improve Customer Satisfaction and Avoid Fraud and Corruption	46	26	3	75	6	8	1	15	15.5	15
	Total	229	127	46	402	30	45	25	100	112.5 (Rounded-off to120 minutes)	100

The duration of the test is 120 minutes. The total marks for the exam is 100.

Any candidate scoring 55 or more marks shall get certified as ECMP Operator cum Supervisor.

Candidates scoring less than 55 marks shall be declared fail and such candidates will have to apply for retest and have to write the test again.

Any candidate who fails or absent in the exam can use the same TCA registration ID to schedule their retest. Retest fee has to be paid by the candidate.

TEST STRUCTURE – CELC OPERATOR CERTIFICATION BY TESTING AND CERTIFICATION AGENCY

Test Structure for CELC Operator Exam applicable from 01st January 2022 will be as follows:

Sl. No.	Chapter/Module Name	Max. number of Questions on each Module			No. of Question in Exam			Total Duration in min.	Total Marks
		Level-1	Level-2	Total Questions	Level-1	Level-2	Total Questions		
1	Introduction to UIDAI and Aadhaar	23	7	30	7	5	12	14.5	12
2	Child Enrolment Lite Client Manual	28	17	45	11	12	23	29	23
	Total	51	24	75	18	17	35	43.5 (rounded-off to 50 minutes)	35

The duration of the tests is 50 minutes.

Any candidate scoring 19 or more marks shall get certified as Operator CELC and candidate scoring below 19 marks shall be failed.

CELC Operator can only perform Child Enrolment using CELC tablet and will not be able to perform any other type of enrolment (ECMP or UCL).

AADHAAR CENTER OPERATOR/SUPERVISOR MCQ EXAM QUESTIONS

CHAPTER LIST

Chapter 1: Introduction to UIDAI and Aadhaar

Q1. Who among the following had established UIDAI by passing Aadhaar Act, 2016?

A) State Government

B) Government of India

C) Registrars

D) Enrolment Agency

Answer(B)

Q2. When was UIDAI established as Statutory Authority under Ministry of Electronics and I.T?

A) 28th January, 2009

B) 29th September, 2010

C) 12th September, 2015

D) 12th July, 2016

Answer(D)

Q3. Which organisation is responsible for issuing UID?

A) Election Commission

B) Planning Commission

C) MeitY

D) UIDAI

Answer(D)

Q4. Why was UIDAI created?

A) To Provide robust technology to eliminate duplicate and fake identities, and

B) to provide identity that can be verified and authenticated in an easy, cost-effective way

C) To make another Identification Document

D) Both 1 & 2

Answer(D)

Q5. When was the Aadhaar Enrolment /Update Regulation 2016 published in official gazette?

A) 28th January, 2009

B) 29th September, 2010

C) 12th July, 2016

D) 12th September 2017

Answer(D)

Q6. What do you mean by Aadhaar Enrolment/Update Process?

A) The process, to collect demographic and biometric information from individuals by the enrolment agencies for the purpose of issuing Aadhaar numbers to such individuals under the Aadhaar Act.

B) Process to collect personal information of the resident to issue Identification Number

C) Process to collect financial information like PAN number, Bank A/c no. to issue Identification Number

D) None of the above

Answer(A)

Q7. What is the process of capturing resident data both Demographic and Biometric for generation of Aadhaar called?

A) Authentication

B) Enrolment

C) Identification

D) Presentation

Answer(B)

Q8. _____is any entity authorised or recognised by the Authority for the purpose of enrolling individuals through Enrolment Agency.

A) Introducer

B) Enrolling agency

C) Agency

D) Registrar

Answer(D)

Q9. _____is any entity engaged by the Registrar for the purpose of enrolling individuals.

A) Introducer

B) Enrolment Agency

C) Supervisor/Operator

D) Registrar

Answer(B)

Enrolment Agency

Q10. The Verifier/Certifier is the personnel appointed by_____for verification of documents at enrolment centres.

A) Operator

B) Introducer

C) Registrars

D) Enrolling agency

Answer(C)

Q11. _____is the place where the Aadhaar Enrolment/Update is conducted by Certified Operator/Supervisor

A) Enrolment Center

B) Exam Center

C) Hospital

D) School

Answer(A)

Q12. _____is certified personnel employed by Enrolment Agencies to execute the process of enrolment /update at the enrolment centers

A) Enrolment Operator

B) Enrolment Supervisor

C) Introducer

D) Both 1 & 2

Answer(B)

Q13. Who among the following ensures that only trained and certified persons handle the enrolment/update process?

A) UIDAI

B) Operator

C) Supervisor

D) Enrolment Agency

Answer(D)

Q14._____is responsible to conduct the Certification exam for the role of Operator/Supervisor

A) Introducer

B) Enrolment Agency

C) Testing and Certification Agency

D) Registrar

Answer(C)

Q15._____is a person registered with the Registrar and Authority who confirms the identity of a person who does not have any valid POI and POA.

A) Operator

B) Introducer

C) Enrolling agency

D) Agency

Answer(B)

Q16._____is a person registered with the Registrar and Authority who confirms the identity of a person who does not have any valid POI and POA.

A) Operator

B) Introducer

C) Enrolling agency

D) Agency

Answer(B)

Q17. Who are applicable to can get the Aadhaar Enrolment/Update done?

A) Operator

B) An individual who has resided in India for a period or periods amounting in all to one hundred and eighty-two days (182) or more in the twelve months immediately preceding the date of

C) NRI

D) None of the above

Answer(B)

Q18. Enrolment Identification Number (EID) is____-digit number allocated to residents at the time of enrolment.

A) 10

B) 12

C) 15

D) 28

Answer(D)

Q19. Resident is an individual who has resided in India for a period or periods amounting in all to_days or more in the twelve months immediately preceding the date of application for Aadhaar Enrolment/Update.

A) 32

B) 61

C) 123

D) 182

Answer(D)

Q20. Which of the following contact numbers can a resident call for resolutions to their concerns or grievances related to Aadhaar?

A) 1947

B) 2009

C) 140

D) 108

Answer(A)

Q21. Aadhaar is unique because_____.

A) No two residents will have the same Aadhaar number

B) A family can get a unique recognized ID

C) A person can avail two Aadhaar numbers

D) None of the above

Answer(A)

Q22. Which of the following is NOT a component of enrolment setup?

A) Computer

B) Biometric device

C) Bomb detector

D) Iris scanner

Answer(C)

Q23. Which of the given is true about Aadhaar?

A) An individual can obtain multiple Aadhaar numbers

B) Aadhaar collects financial information of residents

C) Aadhaar can be used as Proof of Citizenship

D) Aadhaar enables resident's identification subject to successful "Authentication"

Answer(D)

Q24. Aadhaar uses which of the given to uniquely identify the resident?

A) Name and Address of the resident

B) Fingerprints

C) Iris

D) Both 2 & 3

Answer(D)

Q25. Which of the given is true about Aadhaar?

A) It is just another card

B) Will collect and record demographic and biometric information for generation of Aadhaar Number

C) Aadhaar will replace all other IDs

D) Will collect profiling information, such as caste, religion, language

Answer(B)

Q26._____is a document to convey the Aadhaar number to a resident.

A) Aadhaar letter

C) UID

B) CIDR

D) Aadhaar number

Answer(A)

Q27. Aadhaar will be used to prove citizenship.

A) TRUE

B) FALSE

Answer(B)

Q28. Aadhaar will cover all residents of India who are residing in India for 180 days from the date of Aadhaar enrolment/update

A) TRUE

B) FALSE

Answer(A)

Q29. The vision of UIDAI is to empower residents of India with a unique identity and a digital platform to authenticate anytime, anywhere.

A) TRUE

B) FALSE

Answer(A)

Q30. Aadhaar is a 15-digit number.

A) TRUE

B) FALSE

Answer(B)

Chapter 2: Registrars, Enrolling Agencies and Enrolment Staff

Q1. Which person or Entity among the following is eligible to become a registrar?

A) Any individual

B) Any Entity under central Govt. Ministry, State Government

C) Any citizen of India

D) Any individual capable of running a business

Answer(B)

Q2. Which of the following should be avoided/not to be done by the registrar?

A) Responsible for field level execution, monitoring and audit

B) Display adequate information about Aadhaar enrolment and update on their websites

C) Use the information collected during enrolment for any purpose other than Aadhaar Enrolment/Update

D) Allow UIDAI reasonable access to the premises occupied by it in case required

Answer(C)

Q3. Registrars shall at all times abide by the Code of Conduct as specified in _____ for Aadhaar Enrolment/Update.

A) Aadhaar Act 2016 and Aadhaar Regulations

B) GFR Rules

C) Both I and II

D) None of the above

Answer(A)

Q4. Who among the following is responsible for evaluating the applications of agencies and empanel the eligible agencies as enrolling agencies- EA?

A) Central Ministry

B) Registrar and UIDAI

C) Both I and II

D) UIDAI

Answer(B)

Q5. What are the basic responsibility of Registrar?

A) Adherence to Aadhaar Act 2016 and Aadhaar Regulations

B) Hire/engage Enroling Agency and moniter its functioning

C) Ensure that any Enrolment agency and/ or person employed or appointed by them to conduct the enrolment and update operations are certified

D) All of the above

Answer(D)

Q6. Which person or Entity among the following is eligible to become an Enrolling Agency?

A) Any individual fulfilling the condition mentioned in RFE for Enrolment Agency specified by Registrar/UIDAI

B) Any individual capable of running a business

C) Any certified Operator /Supervisor

D) Any individual who own a Aadhaar Enrolment/ Update Device

Answer(A)

Q7. Which of the following criteria should an individual qualify to be eligible for a supervisor role?

    I.   **Should be of age 18 years and above**
    II.   **Shall be 10+2 pass**
    III.   **Should have Aadhaar number**
    IV.   **Should have obtained "Supervisor Certificate" from a Testing and Certification Agency**
    V.   **Should have obtained a certificate in Basics of Computers**

A) I, II and III

B) I, III and IV

C) I, II, III and IV

D) All the given options

Answer(C)

Q8. Which of the following should an individual possess before starting his/her role as EA supervisor?

A) Should possess Basics in Computer Education Certificate

B) Should be a graduate

C) Should be comfortable with local language keyboard and transliteration

D) Should be a prominent person within the given region

Answer(C)

Q9. Who among the following is responsible for setting up of the laptop/desktop with Aadhaar client installed and tested at Enrolment Center?

A) Authority

B) Registrar

C) Operator/Super visor

D) IT technician

Answer(C)

Q10. Supervisor must submit his/her "On boarding Form" along with the required documents to the Enrolment Agency, which in turn submits the form to _____concerned for verification.

A) Authority's Regional Offices

B) Verification officer

C) Another supervisor

D) Registrar Office

Answer(A)

Q11. Who among the following is considered as enrolled user during the operator/supervisor on-boarding?

A) A user who introduces other residents who cannot produce POI or POA

B) A user who has filled the enrolment form to get Aadhaar

C) A user who has appeared at an enrolment centre to get enrolled for Aadhaar

D) Operator/Supervisor whose biometric verification is successfully completed and stored in the Enrolment Client

Answer(D)

Q12. In case of Introducer-based enrolment, which of the given additional information shall be collected?

    I.   **Introducer's signature**
    II.   **Introducer's thumb impression**
    III.   **Introducer's Aadhaar number**

A) Only I   C) Both II and III

B) Only II   D) All the given options

Answer(D)

Q13. As part of managing the enrolment centre, which of the following should a "Supervisor" do?

A) "Sign off" every enrolment on Aadhaar client

B) Use "Find Aadhaar Facility" to ensure fresh residents have never enrolled

C) Ensure that the Operator provides his/her biometric confirmation after every Aadhaar enrolment/update

D) All the given options

Answer(D)

Q14. Supervisor also ensures that enrolment stations are synched at least once in every_____.

A) 10 days   C) 20 days

B) 15 days   D) Month

Answer(A)

Q15. Which of the following should a supervisor ensure to backup, sync and export data? I. Take backup of all the enrolment data twice a day to external hard disk II. Send all the day-to-day enrolment details to your personal email ID III. Sync enrolment stations at least once in every 10 days IV. Maintain a register for data exported V. Save all the data on Google cloud

A) I, II and IV   C) II, III, IV and V

B) I, III and IV   D) All the given options

Answer(B)

Q16. At the end of the day, supervisor should allow the operator to review the Enrolment packets created by him?

A) TRUE   B) FALSE

Answer(B)

Q17. In case of any error found in the enrolment data entered, which of the following should be done?

A) Use discretion to fill in the details correctly

B) A supervisor needs to identify the correct data

C) Inform the resident to come to the enrolment centre within correction time frame

D) Go to the resident's house and collect the right details

Answer(C)

Q18. Which of the following actions should a supervisor do after day-end review?

A) Sign off by giving his/her fingerprint

B) Send a mail to authority

C) Send bulk SMSs to the residents enrolled for the day

D) Ask operator to sign off by giving his/her fingerprint

Answer(A)

Q19. A supervisor monitors and audits the functions at the enrolment centre. How does the audit feedback help the entire team?

A) Remove the underperforming operators

B) Cut the pay of the operators whose performance is not up to the benchmark

C) Identify the areas of improvement of enrolment operations and data quality

D) Escalate the matters to the Authority

Answer(C)

Q20. Who is an operator/supervisor?

A) A person who handles the functions of an enrolment agency like cleaning, electricity connection etc.

B) A mediator between the Authority and enrolment agency

C) An individual employed by an Enrolment Agency to execute enrolment at the enrolment stations

D) A resident who comes to the enrolment agency to get enrolled for Aadhaar

Answer(C)

Q21. Which of the following is the eligibility criteria for an individual to work for the role of operator/supervisor?

A) Person should be between 18 and 21 years of age

B) Person should be a graduate

C) Person should be expert in JAVA

D) Person should have obtained "Operator/Supervisor Certificate" from a Testing and Certification Agency

Answer(D)

Q22. Which of the following should an operator/supervisor must ensure when checking resident's Aadhaar enrolment or Update form?

A) Has resident's thumbprint

B) Has operator's thumbprint

C) Has verifier's signature

D) Has the introducer's or HOF's signature

Answer(C)

Q23. Operator should make sure that the resident's screen is off when capturing his/her biometrics and Iris.

A) YES

B) NO

Answer(B)

Q24. Operator should ask the resident to cross check the data being entered and review demographic data with resident before signing off.

A) TRUE

B) FALSE

Answer(A)

Q25. In case of Anganwadi Asha worker who wants to be a CELC operator, what should be his/her minimum qualification?

A) 10th Pass

B) 12th Pass

C) Graduate

D) Diploma holder

Answer(A)

Q26. Who among the following has the authority to approve or reject the onboarding of operators?

A) Any other operator

B) UIDAI Regional Office

C) Supervisor

D) Resident

Answer(B)

Q27. Which of the following is used to enrol a child?

A) CELC tablet

B) Any desktop computer with CELC client installed

C) Any laptop with CELC client installed

D) Enrolment form

Answer(A)

Q28. Which of the following is done to add a CELC operator in the Aadhaar client software?

A) Take the operator's original identity proof documents

B) Take the operator's signature

C) Take the operator's biometrics

D) Take the operator's original qualification certificates

Answer(C)

Q29. Who is a verifier?

A) One who verifies if the given biometrics are right

B) One who verifies the documents and Enrolment/Update Form submitted by the resident

C) One who verifies that the resident is enrolling for the first time

D) One who ensures that the resident is at least a graduate before enrolling

Answer(B)

Q30. Who among the following are well suited for the role of verifier?

A) Private school teachers

B) Retired Government officials

C) Well-educated housewives

D) Military personnel

Answer(B)

Q31. Which of the following documents submitted by resident is acceptable for verification purpose as POA?

A) Original educational qualification documents

B) Photocopy of PAN card attested by a Gazetted officer

C) Electricity bill not older than 3 months

D) All the given options

Answer(C)

Q32. In which of the following instances can a verifier refuse verification?

A) If he finds that the details in a document are edited

B) If the photocopy of education qualification certificate is submitted

C) If the resident submits electricity bill as proof of address

D) Both 1 and 2

Answer(D)

Q33. PoI requires a document containing the resident's name and_____.

A) Mobile number

B) Residential address

C) E-mail address

D) Photograph

Answer(D)

Q34. A resident approached you for Aadhaar enrolment. The resident's name in the POI is Chandra Prasad, whereas in the POA, it is Chandra Shekar. What would you do in such a case?

A) Enter the name as Chandra Prasad

B) Enter the name as Chandra Shekar

C) Enter the name as Chandra Shekar Prasad

D) Reject the application

Answer(D)

Q35. What would you do in case the two documentary proofs produced by the enrolee have variation in the same name?

A) Enter the name as given in educational qualification

B) Enter the resident's full name

C) Enter the name as suggested by the resident

D) Enter the name as recorded in POA document

Answer(D)

Q36. Which of the following should operator do before taking his role as operator?

A) Complete his studies and not engage in any other education related activities during his tenure

B) Read the complete Training Material on Aadhaar Enrolment/Update available on Authority's website and get certified

C) Get trained on software technologies like C and Java

D) All the given options

Answer(B)

Q37. Supervisor must ensure that staff at the centre do not ask for any additional money except for the prescribed fee.

A) TRUE   B) FALSE

Answer(A)

Q38. Any serving /retired official both from Government and PSUs including Banks not below the rank of_____may be allowed to be deployed as verifiers.

A) Group A   B) Group B

C) Group C   D) Managers

Answer(C)

Q39. Which of the following items of information is only collected for records and no verification will be carried out?

A) Information on parents, in case of adults

B) Information on education qualifications

C) Information related to address in case of child

D) Information related to parents in case of a child

Answer(A)

Q40. Which of the following should be done to establish the relationship between HoF and the family members?

A) Verify the POR document

B) Interview the family members

C) Ask for DNA report

D) Verify with the neighbours of the family

Answer(A)

Q41. Head of Family must always accompany the family member when the family member is getting enrolled.

A) TRUE   B) FALSE

Answer(A)

Q42. It is not mandatory to verify the HoF details in the Enrolment/ Update Form in case of HoF-based verification.

A) TRUE   B) FALSE

Answer(B)

Q43. It is not essential to mention the relationship details in case of HoF-based enrolments.

A) TRUE   B) FALSE

Answer(B)

Q44. In case of Introducer-based enrolment, only introducer's name as additional information is required.

A) TRUE   B) FALSE

Answer(B)

Q45. It is mandatory to note the religion and caste when enrolling a resident for Aadhaar.

A) TRUE   B) FALSE

Answer(B)

Q46. In case of Head of Family based enrolment, the HOF's Aadhaar number should be verified against his/her Aadhaar letter.

A) TRUE   B) FALSE

Answer(A)

Q47. Residential address is an additional demographic information required for enrolment.

A) TRUE   B) FALSE

Answer(B)

Q48. Who among the following can be an "Introducer"?

A) Registrar's employee   C) Any Indian citizen

B) Head of the family   D) A farmer

Answer(A)

Q49. Name is a demographic information required to be provided during enrolment.

A) TRUE   B) FALSE

Answer(A)

Q50. Gender is a demographic information required to be provided during enrolment.

A) TRUE   B) FALSE

Answer(A)

Q51. The operator should take the resident's mobile number mandatorily and enter the same in enrolment form.

A) TRUE   B) FALSE

Answer(B)

Q52. An operator should capture GPS coordinates at the start of enrolment every day.

A) TRUE   B) FALSE

Answer(A)

Q53. Which of the following demographic information shall be collected from all individuals undergoing enrolment, other than children below five years of age?

A) Name Mobile number Height Eye colour

B) Name Gender Birth certificate Mother's birth certificate

C) Name Date of birth Gender Residential address

D) Name Place Height Mobile number

Answer(C)

Q54. A resident, Bhaktiyar Rahul Sharma has approached you for enrollment. Which of the following is the right way for entering his name in the system?

A) B. R Sharma

C) Bhaktiyar Rahul Sharma

B) B. Rahul Sharma

D) BRS

Answer(C)

Q55. Sukumar Raj Pal has approached you to get enrolled for Aadhaar. You find that his graduation certificate, which is submitted as POI has Sukumar Raj Pal and whereas electricity bill, which is submitted as POA has Raj Sukumar Pal. In this case, what should be the name entered in Aadhaar enrollment form?

A) RS Pal

C) Sukumar Raj Pal

B) Raj Sukumar Pal

D) As declared by the resident

Answer(D)

Q56. Which of the following should an operator ensure before starting his/her day?

I. **Ensure the date and time on the system is current date and time**
II. **Capture GPS coordinates**
III. **Send SMS to all the residents in the region to come and enroll**
IV. **Ensure that the station layout is as per Authority guidelines**

A) I, II and III

C) III and IV

B) I and III

D) I, II and IV

Answer(D)

Q57. The Authority may authorise Registrars to charge_____from the residents, not exceeding an amount specified by the Authority, for update of demographic information and biometric information.

A) Convenience fee

C) Observer's fee

B) Registrar fee

D) Introducer's fee

Answer(A)

Q58. Which of the following software can be used for updating Mobile number or email ID?

A) Update Client Lite

C) CELP

B) ECMP

D) None of the given

Answer(A)

Q59. The Authority shall require the biometric information of children to be updated upon attaining_____of age and_____of age in accordance with the procedure specified by the Authority, which is a mandatory update for children.

A) Two years, twelve years

C) Ten years, eighteen years

B) Five years, fifteen years

D) Four years, sixteen years

Answer(B)

Q60. Which of the following should operator ensure during enrolment or update process?

A) Enrolment or update form is uploaded

B) Supporting documents and signed slips are uploaded

C) All documents are returned to the resident after enrolment

D) All the given options

Answer(D)

Q61. What is the key responsibility of a CELC operator?

A) To check Enrolment and update Form only

B) To enrol or update only

Answer(B)

Q62. Which of the following software can be used for updating demographic or biometric details?

A) Update Client Lite

C) CELP

B) ECMP

D) API

Answer(B)

Q63. Which of the following certificates a CELC operator should have obtained?

A) Diploma in Software Technology

C) CELC Operator Certificate

B) Certificate in Basics of Computers

D) Enrolment Operator Certificate

Answer(C)

Q64. Which of the following statements is TRUE about Introducers?

I.   Introducers will be linked to a Registrar
II.   Introducers must not have a criminal record
III.   Introducer should be the head of the family
IV.   Introducer must be above 18 years
V.   Introducer can only introduce people within the Registrar's jurisdiction

A) I, III and V

C) II and IV

B) I, II, IV and V

D) II, IV and V

Answer(B)

Q65. The Verifier should ensure that the name in the PoA document matches with the name in the PoI document.

A) TRUE

B) FALSE

Answer(A)

Q66. Whose name should be given in "Care of" field?

A) Child's name

B) Any person who is 18 years old and above

C) Mother's name

D) Head of the family

Answer(D)

Q67. Which of the following is mandatory when enrolling a child?

A) Parent's Aadhaar number

B) Parent's educational qualification certificate

C) A signature of gazetted officer on child's birth certificate

D) Introductio n from an introducer

Answer(A)

Q68. Which of the following is an unacceptable act from the introducer?

A) Helping a resident enrol for Aadhaar

B) Introducing the resident to the Aadhaar operator

C) Confirm the identity and address of the resident

D) Helping resident to impersonat e his father

Answer(D)

Q69. Introducers have to provide their biometric on Aadhaar client to endorse a resident's enrolment.

A) TRUE   B) FALSE

Answer(A)

Q70. Other service providers may be appointed or engaged by the Authority from time to time for discharging any function related to the_____enrolment process or updating of information.

A) Biometric   C) Identity proof

B) Audit   D) Resident

Answer(D)

Q71. The Authority shall provide_____using which the Registrar can onboard an empanelled enrolling agency to the CIDR.

A) Database of resident details   C) Open Request for Empanelment

B) Enrolment ID   D) Enrolling Agency Code

Answer(D)

Q72. Enrolling Agencies shall at all times abide by the_____for service providers as specified in Schedule V of these regulations.

A) Ethics   B) Code of Conduct

C) Values

D) Guidelines

Answer(B)

Q73. If the identified Introducer is ready to work as an Introducer, he/she will have to _____to being an Introducer for the purpose of enabling Aadhaar enrolments.

A) Submit his original POI certificates

C) Give a written consent

B) Sign resident's enrolment form

D) All the given options

Answer(C)

Q74. Registrars shall be responsible for field level execution, monitoring and audit.

A) TRUE

B) FALSE

Answer(A)

Q75. Registrars shall use the information collected during enrolment for any purpose other than uploading information to the CIDR.

A) TRUE

B) FALSE

Answer(B)

Q76. Registrars are permitted to sub-contract enrolment functions by enrolling agencies to third parties.

A) TRUE

B) FALSE

Answer(B)

Q77. Service providers shall make best efforts to protect the interests of _____

A) Registrars

C) Residents

B) Observers

D) Agency

Answer(C)

Q78. The Authority shall empanel the enrolling agencies through_____.

A) Open RFE process

C) Registrar

B) Observer

D) UIDAI

Answer(A)

Q79. Registrars may permit field level manpower to be hired through third parties.

A) TRUE

B) FALSE

Answer(A)

Q80. The Authority shall provide an Enrolling Agency Code using which the Registrar can onboard an empanelled enrolling agency to the_____.

A) UIDAI

C) CIDR

B) Aadhaar

D) DeitY

Answer(C)

Q81. The enrolling agencies can use the information collected during enrolment for any purpose other than uploading information to the CIDR.

A) TRUE   B) FALSE

Answer(B)

Q82. Service providers shall follow maker checker concept in their activities to ensure accuracy of enrolment and update data.

A) TRUE   B) FALSE

Answer(A)

Q83. Registrars shall be appointed by the Authority, through_____, for enrolment and update of residents across the country, and could include entities which interact with residents in the usual course of implementation of their programmes.

A) CSC e Governance services   C) Field level execution

B) MOUs or agreements   D) Online mode

Answer(B)

Q84._____shall be responsible for field level execution, monitoring and audit.

A) Service providers   C) Registrars

B) Enrolling agencies   D) Supervisors

Answer(C)

Q85. Registrars shall not use the information collected during enrolment for any purpose other than uploading information to the _____

A) CIDR   B) UIDAI

C) CSC e Governance services   D) RFE

Answer(A)

Q86. The Authority shall provide a/an_____using which the Registrar can on-board an empanelled enrolling agency to the CIDR.

A) One-Time Password   C) Enrolling Agency Code

B) Unique Verification Code   D) Identification Number

Answer(C)

Q87. The enrolling agencies empanelled by the Authority prior to establishment of the Authority under the Act shall be deemed to have been empanelled as _____by the Authority under the Act.

A) Chairperson   C) Representative of local NGOs

B) Member Secretary   D) Enrolling agencies

Answer(D)

Q88. The Authority shall empanel the enrolling agencies through a/an _____ process.

A) Central Identities Data Repository

C) Open Request for Empanelment

B) Enrolment ID

D) Enrolling Agency Code

Answer(C)

Q89. Without prejudice to action that may be taken under the Act, violation of any regulation, process, standard, guideline or order by any service provider or other person may result in_____of the activities of such service providers.

A) Execution

C) Penalty

B) Immediate suspension

D) Termination

Answer(B)

Q90. The Authority shall monitor the enrolment activities of the_____.

A) Registrars

B) Enrolling agencies and the operators

C) Supervisors and other personnel associated with enrolment

D) All of the given

Answer(D)

Q91._____may be appointed or engaged by the Authority from time to time for discharging any function related to the resident enrolment process or updating of information.

A) Testing and certification agencies

C) Registrars

B) Other service providers

D) CIDR

Answer(B)

Q92. Registrars shall allow the Authority reasonable access to the premises occupied by it for examining any books, records, documents and computer data for the purpose of_____.

A) Accounting

C) Audit

B) Financial administration

D) Compliance

Answer(C)

Q93. Registrars shall display on their websites adequate and appropriate information about enrolment and update services, including contact details of persons and services available to_____.

A) NRIs

C) Residents

B) Authorised people

D) Observers

Answer(C)

Q94. Which of the following are eligible entities for appointment as registrars?

A) State or Union Territory Governments, Central ministries and departments, agencies under them

B) Public Sector companies of Central or State Governments

C) Public Sector banks and regulated entities including National Securities Depository

D) All of the given

Answer(D)

Q95. Registrars shall not permit sub contracting of enrolment functions by enrolling agencies to_____.

A) Member Secretary

C) Third Parties

B) Service Providers

D) Observers

Answer(C)

Chapter 3 : OnBoarding Enrolment Agency and Enrolment Staff

Q1. The Registrars and Enrolling Agencies shall only use the Enrolment/Update software provided or authorised by the_____.

A) Operator

C) Supervisor

B) UIDAI

D) Resident

Answer(B)

Q2._____coordinates the on-boarding process of Operator/Supervisor with Registrars and EAs.

A) Operators

B) Observers

C) Authority Head Office or Authority's Regional Office

D) Enrolment agencies

Answer(C)

Q3._____to capture coordinates of the Enrolment Device needs to available at all times.

A) Television

C) FM Radio

B) GPS Device

Answer(B)

Q4._____monitors the approval of Enrolment Centre plan and may intervene where required.

A) Registrar

B) Authority Head Office or Authority's Regional Office

C) Observer

D) Operator

Answer(B)

Q5._____declares enrolment station deployment plans, that is, when and where the centres will be established before opening any Enrolment Center

A) Registrar

C) Enrolment agency

B) Authority's Regional Office

D) Observer

Answer(C)

Q6._____needs to ensure and prove that they have certified the active operators, requisite machines and hardware to be deployed at Enrolment Center.

A) Registrar

C) Introducer

B) Authority's Regional Office

D) Enrolment agency

Answer(D)

Q7._____ updates Enrolment Centre information on the UIDAI portal.

A) Enrolment agency

C) Introducer

B) Authority's Regional Office

D) Registrar

Answer(A)

Q8._____ needs to be connected to the internet during the process of on boarding.

A) Enrolment client

C) Registrar

B) Operator, supervisor, introducer

D) Introducer

Answer(A)

Q9. Enrolment client needs to be connected to the_____ during the process of on-boarding of Enrolment Staff.

A) Ethernet

C) Internet

B) Registrar

D) Observer

Answer(C)

Q10. Enrolment agencies will have to undergo an on-boarding process for _____.

A) Authority's Regional Office

B) Self, Enrolment stations and Enrolment Staff

C) Completion of enrolment

D) Updation activities

Answer(B)

Q11. For on-boarding of Operator/Supervisor, the user-credential file generated is a digitally signed_____ file.

A) .mp3

C) .xls

B) .docx

D) .xml

Answer(D)

Q12. If verification of user's biometric details is successfully completed with his/her Aadhaar details and stored in local database, he is a_____user.

A) On-boarded

C) Both (1) and (2)

B) Enrolled

D) Not enrolled

Answer(C)

Q13. When the quality of biometrics is above threshold,_____will be shown to user confirming his/her approval.

A) Pass indicator

C) Right slap

B) Left slap

D) Two thumbs

Answer(A)

Q14. After biometrics of Operator/Supervisor are captured on Enrolment Client, authentication request is sent to_____server.

A) Registrar

C) Authority's

B) Enrolment station

D) Enrolment agency

Answer(C)

Q15._____is not required while un-boarding/disassociation of the Operator/Supervisor.

A) Status of entity

C) Status

B) Pass Indicator

D) Biometrics confirmation

Answer(D)

Q16. Only after successful verification of biometrics of Operator/Supervisor with CIDR, the User_____is allowed to proceed.

A) Enrolment button

C) Disassociation

B) On-boarding

D) Authentication

Answer(B)

Q17. Authority HQ or Authority's Regional Offices coordinate with _____the on-boarding process of Enrolment Staff.

A) Enrolment stations

C) Registrars and enrolment agencies

B) Enrolment clients

D) Observers and introducers

Answer(C)

Q18. During local biometric verification, the biometrics provided by the _____are verified from the biometrics stored in the enrolment client.

A) Enrolment agency

C) Registrar

B) Operator/ Supervisor

D) User

Answer(B)

Q19. If the verification of user's biometric details is not successfully completed and not stored in the local database, it will appear as_____in status.

A) On-board

C) Not enrolled

B) Enrolled

D) Withheld

Answer(C)

Q20. Enrolment agency will update Enrolment Centre information on the _____ portal. The latest URL needs to be confirmed by the _____.

A) Enrolment station, registrar

B) Operator/Super visor, Authority's Regional Offices

C) QAMIS Portal, Nodal officer

D) MNREGA website, enrolment agency

Answer(C)

Q21. For _____ and _____, on-boarding and local biometrics verification is mandatory for login onto the Enrolment Client.

A) Introducer, registrar

B) Operator, Supervisor

C) Enrolment agency, Enrolment client

D) Introducer, Registrar

Answer(B)

Q22. During authentication, biometrics of the Operator/Supervisor are compared against the biometric provided by them during the time of their own _____.

A) Association

B) Enrolment

C) Disassociation

D) Hiring

Answer(B)

Q23. The Enrolment Client check that the Operator/Supervisor are not _____ or _____ and restrict them from on-boarding.

A) Suspended, Blacklisted

B) Associated/On boarded

C) None of the above

D) Both (1) and (2)

Answer(D)

Q24. The Operator/ Supervisor can be onboarded on multiple Enrolment Client without de association

A) TRUE

B) FALSE

Answer(B)

Q25. Blacklisted Operator/Supervisor can be allowed to work using different Certificate

A) TRUE

B) FALSE

Answer(B)

Chapter 4 : Aadhaar Enrolment / Update Process

Q1. What is the waiting time for Aadhaar generation?

A) 1 to 2 weeks

C) up to 90 days

B) Within 7 days

D) 6 months

Answer(C)

Q2. What are the different types of Aadhaar Enrolment?

A) Document-based enrolment

B) Document Based, Introducer Based, Head of Family Based and Child Enrolment

C) Physical Enrolment

D) Online Enrolment

Answer(B)

Q3. Which form needs to be filled by the resident for Aadhaar Enrolment

A) Aadhaar Enrolment/Correction Form

C) Registration Form

B) Matriculation Form

D) Application Form

Answer(A)

Q4. Multiple Aadhaar Numbers are generated in case of mutiple Enrolments

A) TRUE

B) FALSE

Answer(B)

Q5. Aadhaar Number will be generated in 1 day

A) TRUE

B) FALSE

Answer(B)

Q6. Acknowledgement Slip provided to the resident after Aadhaar Enrolment contains _____

A) EID (Enrolment ID)

B) Aadhaar Number

C) Photo of Enrolment Operator

D) Photo of Proof of Address and Proof of Identity

Answer(A)

Q7. There is only one type of Aadhaar Enrolment i.e Document Based Enrolment

A) TRUE

B) FALSE

Answer(B)

Q8. Who among the following is eligible to avail Aadhaar?

A) Any citizen of India

B) Any individual who is 18 years and above

C) Any resident who resided in India for a period of 182 days or more

D) Any citizen of India who is a graduate

Answer(C)

Q9. Any resident who resided in India for a period of 182 days or more who posses required documents is eligible for Aadhaar Enrolment

A) TRUE   B) FALSE

Answer(A)

Q10. Any citizen of India, even those who have been residing in a foreign country for the last one year, are eligible for Aadhaar.

A) TRUE   B) FALSE

Answer(B)

Q11. Any resident who do not have any document or eligible for other types of enrolment can also be enrolled

A) TRUE   B) FALSE

Answer(B)

Q12. In case of omission of Aadhaar number for reasons other than multiple Aadhaar numbers having been issued, residents shall be required to re-enrol.

A) TRUE   B) FALSE

Answer(A)

Q13. Which of the following are mandatory in Document-based Enrolment?

A) The resident submits his POI (mandatory), POA (mandatory) and POR (optional)

B) An elected local body introduces the resident to the operator

C) The father introduces his child

D) All the given options

Answer(A)

Q14. In which of the following types of enrolments involves resident submitting POI, POA and POR documents?

A) Document-based enrolment   C) Head of the family based enrolment

B) Introducer based enrolment   D) Child enrolment

Answer(A)

Q15. Which of the following items of information related to introducer is captured in introducer-based enrolment? I. Introducer's name II. Introducer's Aadhaar number III. Introducer's family details IV. Introducer's educational qualification V. Biometric information of introducer

A) I, II and III

B) II, III and IV

C) I, II and V

D) All the given options

Answer(C)

Q16. Who can become Introducer for facilitating Introducer Based Enrolment?

A) Operator/Supervisor

B) (a)Registrars' Employees (b)Elected local body members (c)Members of local administrative bodies

C) (a)Influencers such as teachers (b) Anganwadi Worker Â© Representative of NGO

D) Both (2) & (3)

Answer(D)

Q17. Can Operator/Supervisor can become Introducer ?

A) NO   B) YES

Answer(A)

Q18. Which of the following refers to introducer-based enrolment?

A) The resident submits his POI, POA and POR documents

B) A health worker refers the resident to the operator

C) The father introduces his child

D) All the given options

Answer(B)

Q19. Who among the following is eligible for child enrolment?

A) Any child who is at least 4 years old and above

B) Any child who is attending school

C) Any child who is less than 5 years of age

D) Any child who is between 5 and 16 years of age

Answer(C)

Q20. Any adult can be enrolled as a Child without capturing the Biometric Information, if the resident suggest.

A) TRUE   B) FALSE

Answer(B)

Q21. Biometric information is required for enrolment from all individuals including children below 5 years of age.

A) TRUE   B) FALSE

Answer(B)

Q22. Which of the following information is NOT required when enrolling for Aadhaar?

A) Caste   C) Address

B) Name   D) Age

Answer(A)

Q23. Which of the following items of information is captured in HOF-based enrolment? I. Name of Head of the Family II. Proof of Relationship (PoR) of resident and HoF III. Head of Family's Aadhaar number IV. Biometric confirmation of the Head of Family at time of enrolment

A) I, II and III   C) I and IV

B) II, III and IV   D) All the given options

Answer(D)

Q24. What are the mandatory Document for Head of the Family based enrolment?

A) Proof of Relation (PoR) of resident and Head of the Family

B) Head of Family Aadhaar Number

C) Qualification Proof of Resident

D) Both (1) & (2)

Answer(D)

Q25. What are the mandatory Document for Child Enrolment?

A) Date of Birth Proof   C) Proof of Relation of child and parent

B) Aadhaar Number of any one parent   D) All the given options

Answer(D)

Q26. What address will be mentioned in the Enrolment Form in case of Child Enrolment

A) Address of Enrolment Center

B) Address of the linked parent

C) Address of Hospital where the child is born

D) All the given options

Answer(B)

Q27. Operator can charge any amount as he wants for the Aadhaar Enrolment

A) TRUE   B) FALSE

Answer(B)

Q28. Cost of Fresh Enrolment and Mandatory Biometric update are charged from the resident

A) TRUE   B) FALSE

Answer(B)

Q29. What actions will be taken against the Operator/Supervisor for charging more amount of money as prescribed by the Authority

A) Blacklisting   C) Warning

B) FIR   D) Either (1) & (2)

Answer(D)

Q30. Which of the following refers to biometric details of a resident?

A) Facial image   C) Scans of both irises

B) All ten fingerprints   D) All of the given

Answer(D)

Q31. Which of the following refer to demographic details of a resident?

A) Email ID and Mobile Number   C) Iris scan

B) Finger impression   D) All the given options

Answer(A)

Q32. Demographic Information required for Aadhaar Enrolment include the following

A) Race and Caste   C) Income of resident

B) Name, Address, Gender, Date of Birth,   D) Medical history of resident
email and mobile number

Answer(B)

Q33. The enrolment operator shall_____.

A) Collect hard copies of supporting documents submitted by the resident along with the Enrolment Form

B) Capture the biometric information, Demographic Information using the Enrolment software provided or approved by the Authority

C) Scan and store the hard copies with biometric and demographic details submitted by the resident in local harddisk

D) Collect and record the demographi c information in physical register

Answer(B)

Q34. Which of the following requires mandatory update?

A) Correcting the name of the resident

B) Updating the email Id

C) Biometric information of child who has attained 5 years of age

D) Updating phone number

Answer(C)

Q35. What is de-duplication process in Aadhaar Generation Process?

A) Checking and rejecting any duplicate enrolments

B) Copying the enrolment information as backup

C) Checking if any other person has the same address and rejecting the same

D) All the given options

Answer(A)

Q36. Identify the correct order of Aadhaar generation process.

     I.   **Reject any duplicate enrolments**
     II.   **Upload the enrolment packet to CIDR**
     III.   **Authority generates the number**
     IV.   **Aadhaar number is communicated to the resident**
     V.   **Authority processes the enrolment data received**

A) II, III, V, I and IV

B) III, I, IV, V and II

C) II, V, I, III and IV

D) II, I, V, III and V

Answer(C)

Q37. In the event a resident does not possess any of the required supporting documents of proof, enrolment may be carried out through the _____ mode(s).

A) Introducer-based enrolment, Head of Family (HoF) based enrolment

B) Operator-based enrolment, Other enrolments

C) Software provided enrolment, Electronic format-based enrolment

D) EID-based enrolment, Authority based enrolment

Answer(A)

Q38. Mandatory biometric update for child is_____.

A) Free of cost

B) Rs. 10

C) Rs. 15

D) Rs. 20

Answer(A)

Q39. In which of the following modes should be used resident to update his/her biometric details?

A) Online mode

B) Visiting enrolment centre

C) All the given options

Answer(B)

Q40. How can a resident track the status of updates made to his/her Aadhaar details on Authority's website?

A) Using Aadhaar Number only

B) Using EID printed on Aknowlegemen t Slip or URN generated through SSUP Portal

C) Using mobile number only

D) Details will be sent to the resident's email ID

Answer(B)

Q41. The Aadhaar number may be communicated to residents in physical form, which includes_____.

A) E-mail

B) Website

C) SMS

D) Letter

Answer(D)

Q42. Aadhaar Update request at Enrolment Center is confirmed only after _____of the resident.

A) Aadhaar based Biometric Confirmation

C) Photograph of the resisent

B) Signature

D) Verbal Confirmation

Answer(A)

Q43. Email Id and Mobile Number can be updated in Aadhaar Database by following mode?

A) Visiting Enrolment Center

C) Both the given options

B) SSUP Portal

Answer(A)

Q44. Address of the resident can be updated in Aadhaar Database by following mode(s)

A) Visiting Enrolment Center

C) All the given options

B) SSUP Portal

Answer(C)

Q45. Registered Mobile Number of the resident is mandatory to update Address through Online Mode- SSUP Portal

A) TRUE

B) FALSE

Answer(A)

Q46. Registered Mobile Number of the resident is mandatory to update new mobile number through Online Mode- SSUP Portal

A) Mobile Number cannot be updated using SSUP Portal

B) Not required

C) Required

D) All the given options

Answer(A)

Q47. OTP (One time password) is send on which mobile number while submitting the Address update through SSUP Portal

A) Mobile Number registered in Aadhaar

C) Mobile Number of Spouse/Gaurdian

B) Mobile Number of Operator/Supervi sor

D) All the given options

Answer(A)

Q48. Operator/Supervisor may update his/her own mobile number for all the update done by him/her.

A) TRUE

B) FALSE

Answer(B)

Q49. Operator /Supervisor may add additional information in the system without resident concent

A) TRUE

B) FALSE

Answer(B)

Q50. Resident can get the updated Aadhaar through following modes using registered mobile number

A) Download e aadhaar

C) Visit nearest cyber cafe

B) Download m aadhaar

D) Both (1) & (2)

Answer(D)

Q51. Resident can get the updation of Demographic Information using Postal Services

A) TRUE

B) FALSE

Answer(B)

Chapter 5 : Capturing Demographic and Biometric Details

Q1. Record date of birth of the resident, indicating day, month and_____in the relevant field.

A) Initial

C) Year

B) Surname

D) Name

Answer(C)

Q2. If two documentary proofs produced by the enrollee have variation in the same name, the enrollees_____should be recorded.

A) Surname

C) Full name

B) Father's name

D) Preferred name

Answer(C)

Q3._____has to be recorded by the Enrolment Agency as declared by the enrollee in the box provided by recording Male, Female or Transgender.

A) Date of Birth

C) Residential address

B) Gender

D) Fingerprint

Answer(B)

Q4. For rural areas, which of the following fields can be left blank while recording the residential address?

A) Address line 1

C) Pin Code

B) Address line 2

D) State

Answer(B)

Q5. Which of the following details should be entered in the address line 4 of the residential address?

A) Building or house number

C) Landmark

B) Street name

D) Pin Code

Answer(C)

Q6. Which of the following is used to retrieve pre-enrolment data?

A) Pre-enrolment ID

C) Resident's name

B) One time password

D) Aadhaar ID

Answer(A)

Q7. Name of the village/town/city (VTC) and Post Office field gets automatically populated when_____of the region is entered.

A) House number

C) Mobile number

B) Mandal

D) Pin Code

Answer(D)

Q8. Which of the following will you do when a resident is unable to provide the exact date of birth?

A) Leave the field blank

B) Enter the resident's zodiac sign

C) Enter the age as mentioned by the resident

D) Enter the year of birth

Answer(C)

Q9. The_____must ensure that every operator has a copy of the critical points to be reviewed at the station during the review.

A) Enrolling Agency Supervisor

C) Nodal officer

B) Introducer

D) Resident

Answer(A)

Q10. Operator needs to sign off every enrolment by providing their fingerprint and or _____.

A) Mobile number

C) Iris

B) Signature

D) Original POI documents

Answer(C)

Q11. Which of the following fields will be activated in case of Introducer-based verification?

A) Biometric

C) Address

B) Introducer or HOF

D) POI

Answer(B)

Q12. Enrolment Agencies must use Biometric Devices certified by_____for capturing Biometric data.

A) UIDAI

C) MNREGA

B) STQC

D) DoPT

Answer(B)

Q13. For fingerprint capture, the fingers have to be positioned correctly on the _____to enable capture.

A) Paper

C) Platen

B) Ink pad

D) Fingerprinti ng pads

Answer(C)

Q14. Fingerprints are best captured in standing position.

A) TRUE

B) FALSE

Answer(A)

Q15. For capturing facial image,_____of the enrollee needs to be captured.

A) Frontal pose

C) Any comfortable pose

B) Side pose

D) All the given options

Answer(A)

Q16. It is difficult for human operators to analyse and recognise face images with _____.

A) Poor focus

C) Poor illumination

B) Poor expression

D) Poor accessories

Answer(C)

Q17. If the person normally wears glasses, it is recommended that the photograph be taken_____.

A) With glasses

C) Only eye ball

B) Without glasses

D) None of the given options

Answer(A)

Q18. While capturing facial image, use of_____that cover any region of the face is not permitted.

A) Lighting

C) Accessories

B) Make-up

D) Illumination

Answer(C)

Q19. To capture iris,_____will handle the capture device.

A) Operator

C) Nodal officer

B) Enrollee

D) EA supervisor

Answer(A)

Q20. The iris capture procedure is sensitive to_____light.

A) Illumination

C) Side

B) Ambient

D) Tube

Answer(B)

Q21. Accessories like_____are allowed due to religious reasons while capturing facial image.

A) Eye patches

B) Lens

C) Turban

D) Glasses

Answer(C)

Q22. For fingerprint capture, use the_____on fingerprint devices for positioning of fingers.

A) Cloth provided

C) Light

B) Bars

D) Indicators

Answer(D)

Q23. Pre-enrolment data will get populated in the respective fields when you enter the _____.

A) Name

C) Pre-enrolment ID

B) Gender

D) Date of birth

Answer(C)

Q24. If verification type is Introducer-based,_____of the Introducer has to be recorded.

A) Aadhaar card number

C) Facial image

B) Name and UID

D) Thumb impressions of both hands

Answer(B)

Q25._____sign off is activated in the software in case of biometric exceptions.

A) Supervisor's

C) Introducer's

B) Operator's

D) Registrar's

Answer(A)

Q26. To capture_____, the capture device should use auto focus and auto capture functions.

A) Fingerprint

C) Iris

B) Facial image

D) None of the given options

Answer(B)

Q27. Accessories like_____are allowed due to medical reasons while capturing facial image.

A) Turban

C) Eye patches

B) Fringes

D) Make-up

Answer(C)

Q28. If the significant part of iris is not visible in iris capture, the feedback provided by software is called_____.

A) Illumination

B) Gaze incorrect

C) Pupil dilation

D) Occlusion

Answer(D)

Q29. For a child below 5 years, the biometric of linked_____has to be captured.

A) Operator

C) Birth certificate

B) Parent or relative

D) None of the given options

Answer(B)

Q30. To clean the platen of the fingerprint device, use_____cloth periodically.

A) Denim

C) Flannel cloth

B) Lint-free cloth

D) Fur

Answer(B)

Q31. There should not be_____on the platen while capturing fingerprints.

A) Proper conditions

C) Shadow of the operator

B) Sufficient light

D) Direct light shining

Answer(D)

Q32. Ensure that the fingers are placed_____is placed well on the scanner.

A) Straight and tip of the finger

C) Diagonally and cloth

B) Flat and till the top joint of the finger

D) None of the given options

Answer(B)

Q33. Fingers not positioned correctly is a/an_____.

A) Automatic capture

C) Smudged fingerprint

B) Actionable feedback by software

D) Enrollee position

Answer(B)

Q34. During facial image capture, the focus of the capture device should not suffer from_____.

A) Motion blur or radial distortion

C) Unnatural coloured lighting

B) Over or under exposure

D) All of the given

Answer(D)

Q35. If the resident declares the date of birth without any documentary evidence, you need to record date of birth and_____.

A) Check the "Verified" box

C) Enter the date manually

B) Should not check the "Verified" box

D) Approximat e the age

Answer(B)

Q36. To record the gender of an applicant as 'Male', you need to select _____ letter from the box provided.

A) M

C) T

B) F

D) None of the given options

Answer(A)

Q37._____needs to be captured in address line 5 of the residential address.

A) C/o person's name

C) Landmark

B) Building number

D) Mohalla/ Locality/ Post

Answer(D)

Q38. Registrar/EA should ensure beforehand that the Pin Numbers of the region in which enrolment is to be carried out are completely and correctly captured in _____.

A) Software PIN Master

C) CIDR PIN

B) Pre-enrolment ID

D) Proof of Address

Answer(A)

Q39._____used for facial image capture should be switched off during iris capture.

A) Table fan

C) Auto focus

B) Table light

D) Mobile phone

Answer(B)

Q40. Poor illumination has a high impact on the performance of_____.

A) Retrieving pre enrolment ID

C) Iris capture

B) Fingerprint capture

D) Face recognition

Answer(D)

Q41. To capture facial image of a child, it is acceptable that the child _____.

A) Can be captured along with the parent's face

B) Can sit on parents' lap without capturing parent's facial image

C) Sleeps on the bed if available

D) Stands on the enrolling table so that fingerprints can be captured at least

Answer(B)

Q42._____needs to be checked for any capture that fails.

A) Actionable feedback

B) Automatic capture

C) Smudged fingerprint

D) Accessories

Answer(A)

Q43. Iris pattern of each eye is not correlated and gives_____biometric feature sets.

A) One unique

C) Three dependent

B) Two independent

D) None of the given options

Answer(B)

Q44. If the resident is looking away while capturing Iris, the actionable feedback given by software is_____.

A) Occlusion

C) Gaze incorrect

B) Pupil dilation

D) Iris not in focus

Answer(C)

Q45. The_____document produced by an individual needs to be verified before recording the residential address in case of document-based verification.

A) Date of Birth

C) Proof of identity

B) Proof of address

D) Caste Certificate

Answer(B)

Q46. If the actionable feedback given by software is 'Pose', then the yaw angle in output image is greater than_____.

A) 12.7 degrees

C) 11.5 degrees

B) 10.3 degrees

D) 13.8 degrees

Answer(C)

Q47._____from the following is/are best captured in standing position.

A) Iris

C) Fingerprint

B) Facial image

D) Palm print

Answer(C)

Q48. An initial_____to provide feedback to the operator during the capture procedure.

A) Automatic capture will be taken

B) Image quality assessment would be done

C) Image effects will be suggested

D) Actionable feedback by software will be provided

Answer(B)

Q49. To instruct the resident to open the eyes wide for IRIS scan, the operator can even tell the resident to_____.

A) Smile

B) Look diagonally

C) Look angry

D) Look above

Answer(C)

Q50. If verification type is Documents-based, appropriate_____document(s) is/are to be selected from the drop down depending on the document produced by the resident and verified by the verifier.

A) Proof of identity

B) Proof of address

C) Both (1) and (2)

D) UID

Answer(C)

Q51. If the resident possesses_____, then the receipt number should be recorded in the field. Else mark as N/A.

A) Pre-enrolment ID

B) Gender receipt

C) DoB certificate

D) NPR receipt

Answer(D)

Q52. Although any fingerprint is OK, but it is advisable to use either _____ of either hand for sign off.

A) Iris and facial image

B) Thumb or index finger

C) Baby finger or ring finger

D) Two thumbs

Answer(B)

Q53. Introducer needs to give his or her_____for approved records.

A) Signature

B) Iris

C) Facial image

D) Fingerprint

Answer(D)

Q54. Enrolment Agencies must use Biometric devices certified by_____for capturing biometric data.

A) CIDR

B) OSI

C) Enrolment stations

D) UIDAI

Answer(D)

Q55. Check the fingerprint devices periodically for_____getting captured.

A) Scratches

B) Out of focus images

C) Only partial images

D) All of the given

Answer(D)

Q56. To capture facial image, the capture device should use _____ functions.

A) Cropping

C) Change shape

B) Auto focus and auto-capture

D) Maximum number of captures

Answer(B)

Q57. When image quality is Pass or if maximum number of captures is exhausted while capturing facial image, the operator should_____.

A) Change the camera

B) Collect the passport size photo of the enrollee

C) Ask the enrollee to take a selfie

D) Move on to the next step

Answer(D)

Q58. The name of the person should be entered_____in the field provided for name.

A) With titles

C) In full

B) With salutations

D) All of the given

Answer(C)

Q59. If two documentary proofs produced by the enrollee have variation in the same name with initials and full name, the_____should be recorded.

A) Enrolling agency's fingerprint

C) Registrar's thumb impression

B) Enrollee's full name

D) Operator's iris

Answer(B)

Q60. The_____to local language needs to be manually corrected due to phonetics and other reasons.

A) Transliteration

C) CIDR PIN

B) Postal Index Number Code

D) Enrolment ID

Answer(A)

Q61. During review of enrolment data with resident, operator must read out _____to the resident before the operator finishes the enrolment.

A) Spelling of resident's name

B) Date of birth

C) Address including Pin Code, building, VTC, state

D) All of the given

Answer(D)

Q62. Identify the order of capturing fingerprints.

    I.   **Two thumbs**
    II.   **All four fingers of left hand**
    III.   **All four fingers of right hand**

A) III, II and I

B) II, III and I

C) I, II and III

D) Any order

Answer(B)

Q63. During iris capture, operator must instruct the resident to_____.

A) Look straight into the camera

B) Open the eyes wide

C) Do not blink

D) All of the given options

Answer(D)

Q64. If a document furnished by a resident is not in the drop down list of Proof of Identity in enrolment, then it is not an acceptable Proof of Identity document and the resident would either require a valid Proof of Identity or_____for enrolment in such case.

A) An introducer

B) Proof of address

C) Certificate signed by gazetted officer

D) A supervisor

Answer(A)

Q65. In case of difference in the name declared and the one in POI document, the name as declared by the resident may be recorded by the Enrolment Agency, if_____

A) The enrollee seems to be true to himself

B) The difference is only in spelling and/or last name to be written prior to first name

C) The resident has lost all his original documents

D) UIDAI ROs

Answer(B)

Q66. In the case of child below 5 years, the_____of parent/relative has to be linked and preferably_____if both the parents are alive.

A) EID/UID, mother

B) Aadhaar number, father

C) Pre-enrolment ID, guardian

D) CIDR PIN, father

Answer(A)

Q67. If the child's father or mother or guardian has/have not enrolled and/or do/does not possess UID at the time of enrolment, the enrolment of that child_____.

A) Can be done with recommendation from Nodal officer

B) Cannot be done

C) Can be done by providing proof of identity of the parents

D) Needs to be done by the Registrar

Answer(B)

Q68. The Enrolment Agency shall inform the resident that his or her demographic and biometric information shall be used for generation of _____.

A) Biometric access at workplace

C) Aadhaar and authentication

B) Passport and PAN

D) Bank accounts and CIBIL score

Answer(C)

Q69. When fingerprint capture fails, the operator should check which of the following actionable feedback is provided by the software?

A) Finger not positioned correctly

B) Too much pressure

C) Excessive moisture and excessive dryness

D) All of the given

Answer(D)

Q70. In case of additional fingers while capturing fingerprint, the additional finger has to be _____.

A) Captured and framed

B) Capture the additional finger separately and mention in the Others column of the drop down menu

C) Ignored and the main five fingers have to be captured

D) Use the other hand in place of the additional finger or foot impression

Answer(C)

Chapter 6. Exception Handling

Q1. If the fingerprint captured is not of the requisite quality, the operator would make a reasonable number of attempts to capture the biometrics of the resident.

A) TRUE   B) FALSE

Answer(A)

Q2. If an enrollee is unable to give biometrics due to loss of fingers, this is a/an _____and needs to be handled thus.

A) Iris capture   C) Consultation

B) Biometric update   D) Exception

Answer(D)

Q3. If capturing Iris image is not possible due to bandage across one or both eyes, the same has to be recorded in the system by the operator.

A) TRUE   B) FALSE

Answer(A)

Q4. If the resident has applied mehendi on her hand, the fingerprint image has to be captured normally.

A) TRUE   B) FALSE

Answer(A)

Q5. While handling fingerprint images, if the finger/s is/are_____, the same has to be noted in the data as provided in the software.

A) Missing   C) Bandaged

B) Amputated   D) All of the given options

Answer(D)

Q6. If the operator is not able to capture facial image because of the poor light, the operator should move the enrolment station to a location in the room with better light.

A) TRUE   B) FALSE

Answer(A)

Q7. If the bandaged finger of the applicant has to be captured for fingerprint image, the operator should_____.

A) Crop the bandage in the image

B) Capture the fingerprints of the remaining fingers

C) Capture the image of bandaged finger separately and other fingers separately and group both the images

D) All of the given options

Answer(B)

Q8. If standard images of the fingerprints are not possible for an enrollee due to dryness, the operator should politely ask the enrollee to wash his face.

A) TRUE   B) FALSE

Answer(B)

Q9. The operator would make a reasonable number of attempts to capture the biometrics of the resident if the fingerprint captured on the platen is not of the requisite quality.

<u>A) TRUE</u>   <u>B) FALSE</u>

Answer(A)

Q10. If capturing Iris image is not possible due to any deformity or disease, the operator should ask the resident to get the eyes operated.

A) TRUE   B) FALSE

Answer(B)

Q11. For enrolment of resident with biometric exception, operator should mandatorily capture_____.

A) Both hands (open palms facing the camera) in an exception photo

B) Face photo with open eyes (if possible) in an exception photo

C) None

D) Both 1 and 2

Answer(D)

Q12. Raju is unable to open his eyes properly for capturing iris image. What can the operator do in this case?

A) Warn Raju to open his eyes wide

B) Take the help of a lady volunteer

C) Help the enrollee to open the eyes with the help of your own hands

D) All of the given options

Answer(C)

Q13. After repeated attempts, Devi's fingerprints could not be captured with the desired quality. In that case,_____can be done.

A) Provide a wet sponge or towel available in the centre

B) Tell the enrollee to wash her hands as they are greasy

C) Take her thumb impression and then fingerprint

D) Apply pressure on her hands

Answer(A)

Q14. If the resident has extra finger or fingers, the operator needs to ignore the extra finger.

A) TRUE   B) FALSE

Answer(A)

Q15. If the finger or iris of the resident has temporary damage and it is not possible to capture the biometrics, the operator will record it in exceptions.

A) TRUE   B) FALSE

Answer(A)

Q16. If the enrollee is unable to flatten the fingers, the operator can _____.

A) Take the enrollee's permission and then assist him

B) Try to obtain fingerprints to the extent that the enrollee is able to flatten

C) Move to the next set of fingerprints of the other hand or two thumbs

D) All of the given options

Answer(D)

Q17. If the enrollee is unable to give biometrics due to_____, this is exception and needs to be handled thus.

A) Injury   C) Problems related to eyes

B) Amputation of fingers or hands   D) All of the given options

Answer(D)

Q18. If the enrollee has only one eye and capturing of iris image is not possible, then the operator should_____.

A) Ask the enrollee to wear lens

B) Record the same in the system

C) Politely ask the enrollee to wash the eyes

D) Ask the enrollee to tie a bandage on the other eye

Answer(B)

Q19. Biometric confirmation of fingerprints, iris and photograph are mandatory for any demographic update at Enrolment Centre.

A) TRUE   B) FALSE

Answer(A)

Q20. If the operator is not able to capture both eyes at a time due to squint or disoriented eyes, the operator can recapture the iris image.

A) TRUE   B) FALSE

Answer(A)

Q21. The hands of the enrollee are dry and the equipment is unable to capture the fingerprints. The operator can_____.

A) Politely ask the enrollee to wash the hands

B) Politely ask the enrollee to wipe the hands with a cotton cloth

C) Tell the enrollee that his hands are rough and dry and hence fingerprints cannot be captured

D) Both 1 and 2

Answer(D)

Q22. If capturing Iris image is not possible due to absence of one or both eyes, the operator should record the same in the system.

A) TRUE

B) FALSE

Answer(A)

Q23. If the enrollee has amputated fingers, which of the following has to be done?

A) The backdrop should be preferably placed against an opaque wall/partition

B) No flash is to be used

C) Assistance may be provided to the enrollee to stand straight

D) The fingerprints of remaining fingers are captured by the operator

Answer(D)

Q24. If the enrollee is unable to sit in correct position because of old age, it is a general exception.

A) TRUE   B) FALSE

Answer(A)

Q25. If the fingerprint captured is not of the requisite quality, the operator should crop the image.

A) TRUE   B) FALSE

Answer(B)

Q26. If the enrollee is not able to give complete set of biometrics as required by UIDAI, the reasons are considered as exceptions.

A) TRUE   B) FALSE

Answer(A)

Q27. If a resident has an extra finger, the operator needs to assist the resident in the fingerprint capture to avoid capture of the extra finger.

A) TRUE   B) FALSE

Answer(A)

Q28. The operator would make a reasonable number of attempts to capture the biometrics of the resident if the_____captured on the platen is not of the requisite quality.

A) Iris

C) Facial image

B) Fingerprint

D) Forehead

Answer(B)

Q29. If capturing Iris image is not possible due to non-existence of one or both eyes, the operator should_____.

A) Ask the resident to undergo eye operation

B) Open the eyes of the resident and auto capture

C) Auto focus the device

D) Record the same in the system

Answer(D)

Q30. If the enrollee is not able to keep self in correct posture for reaching biometric instruments or for photograph due to old age or sickness, this is an exception in handling fingerprint image capture.

A) TRUE

B) FALSE

Answer(B)

Q31. If the capture of both eyes at a time is not possible due to squint or disoriented eyes, the operator may attempt to_____.

A) Auto capture

B) Auto focus

C) Recapture

D) Request the resident to open their eyes wide

Answer(C)

Q32. Rama Devi is a 42-year-old daily wage labourer. While collecting her biometric data, the operator notices that the quality of her fingerprints are not good enough. He makes repeated attempts to capture her fingerprints but is faced with the same result. What can be done in that situation?

A) Operator can flatten Rama Devi's fingers on the platen

B) Operator can ask women operators or volunteers to flatten Rama Devi's fingers

C) Tell her seriously that she needs to flatten fingers by herself

D) Both 1 and 2

Answer(B)

Q33. Veeraiah is an elderly person aged about 50 years. He was not in a position to keep himself in correct posture for reaching biometric instruments or for photograph due to sickness. How can the operator capture biometric data of Veeraiah?

A) Operator can move the equipment close to the enrollee

B) Move the enrollment station to a location in the room with better light

C) Request the resident politely if he can get any attendee from his home

D) Place the backdrop against an opaque wall/partiti on

Answer(A)

Q34. If the iris or finger of the resident has temporary damage and it is not possible to capture the biometrics, the operator will record it in exceptions.

A) TRUE   B) FALSE

Answer(A)

Q35. Anusha needs to attend her cousin's wedding tomorrow and she has applied mehendi on her hands. How can the operator handle capturing Anusha's fingerprint image?

A) Ask her to come after a week after the mehendi goes off

B) Capture as normal

C) Ask her to rub her hands with a moistened cloth

D) Apply anti mehendi gel on her palm and capture the image

Answer(B)

Q36. If the operator is not able to capture facial image because of the poor light, which is actionable feedback, then the situation has to be handled by _____.

A) Using the generator back up to improve lighting

B) Move the enrolment station to a location in the room with better light

C) Place the backdrop against an opaque wall/partition

D) All of the given

Answer(D)

Q37. If the finger or iris of the resident has temporary damage and it is not possible to capture the biometrics, the operator will record it in_____.

A) To be captured later   C) Exceptions

B) Consultation   D) Biometric updated

Answer(C)

Q38. Which of the following comes under general exception?

A) Squint or disoriented eyes

B) Hands blackened due to mehendi

C) Unable to sit in correct position because of old age

D) Unable to keep head or torso still and vertical

Answer(C)

Q39. Rangaiah is a woodcutter and while cutting trees, he hurt his index finger and it has been bandaged. How can the operator handle the fingerprint image capture?

A) Provide assistance by holding him to stand in a correct position

B) The operator should capture the fingerprints of remaining fingers

C) Remove the bandage, capture the fingerprint and re-tie the bandage

D) Capture the fingerprints till nails and palm and on the other hand, normal fingerprint

Answer(B)

Q40. An enrollee will not be in a position to give complete set of biometrics as required by UIDAI because of the reason/reasons like_____.

A) Injury

C) Problems related to eyes

B) Amputation of fingers or hands

D) All of the given

Answer(D)

Chapter 7. Quality Guidelines for Operator, Supervisor

Q1. Identify the error type in the given image.
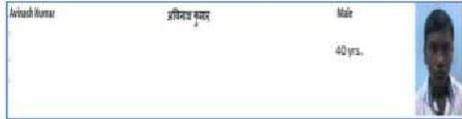
A) Possible Age â€" Photo Mismatch

B) Possible Gender Photo Mismatch

C) Poor Quality Photograph/ Incorrect Photo

D) Photo of Photo

Answer(A)

Q2. Identify the error type in the given image.
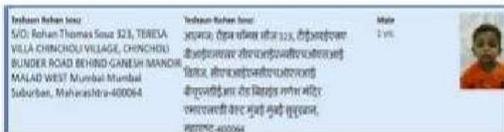
A) Poor Quality Photograph/ Incorrect Photo

B) Possible Error in Name and Address

C) Relationship Error

D) Possible Error in Name and Address Transliterati on

Answer(D)

Q3. Identify the error type in the given image.

A) Relationship Error

B) Incomplete Address

C) Possible Error in Name and Address Transliteration

D) Photo of Photo

Answer(A)

Q4. Identify the error type in the given image.
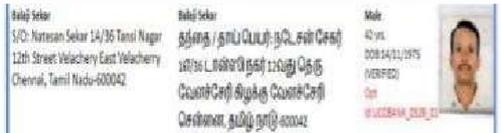
A) Relationship Error

B) No Exception Available in Exception Photo

C) Photo of Photo

D) Incomplete Address

Answer(C)

Q5. Identify the error type in the given image.

A) Poor Quality in Exception Photo

B) No Exception Available in Exception Photo

C) Object in Exception Photo

D) Photo of Photo in Exception Photo

Answer(B)

Q6. Identify the error type in the given image.

A) Relationship Error

B) Object in Exception Photo

C) Both Photo of different Person

D) Exception Photo not as per guidelines

Answer(B)

Q7. Identify the error type in the given image.

A) Relationship Error

B) Object in Exception Photo

C) Both Photo of different Person

D) Exception Photo not as per guidelines

Answer(C)

Q8. What is a relationship error?

A) When there is a mismatch in father's and daughter's address

B) When the given relationship in the address section is not matching with given Gender or Photograph of the resident

C) When the facial features of members in a family are not matching

D) When a woman mentions her ex husband's name in her Aadhaar

Answer(B)

Q9. How do you identify an incomplete address?

A) If less than three locations are given

B) If landmark is not given

C) If street number is not mentioned

D) If the office address is not given

Answer(A)

Q10. Which of the following is considered as fraud?

A) If incomplete address is entered

B) Incorrectly entering the age of the resident

C) Taking photo of photo

D) Capturing a blurred photo

Answer(C)

Q11. A resident admires one of the Bollywood celebrities. He requests the operator to attach celebrity's image in his Aadhaar rather than his photo. Can the operator agree to the resident's request?

A) Yes

B) No

Answer(B)

Q12. An exception photo in enrolment image shows no exceptions. Which of the following options should the operator mark?

A) No missing fingers

B) No exception available in exception photo

C) All the features are fine

D) No exceptions observed

Answer(B)

Q13. Which of the following options will you check in case you of an object in place of exception photo?

A) Object in exception photo

C) Exception Photo not as per guidelines

B) Both Photo of different Person

D) Poor Quality in Exception Photo

Answer(A)

Q14. Which of the following is an Photo of Photo error? I. Hard copy of photo II. Photo on a monitor III. Photo on a mobile device IV. Photo on magazine

A) Only I

C) II and III

B) I, II and III

D) All the given options

Answer(D)

Q15. Which of the following is considered as photo of photo error?

A) A person giving his selfie

B) A person capturing another person who is taking a photo

C) The operator allowing a photographer to take the resident's photo

D) A person's photo is captured without that person being physically present

Answer(D)

Q16. Which of the following type of photo is marked as 'Poor quality in exception photo'?

A) A photo with poor visibility

B) A photo with object

C) A photo which shows exceptions

D) A photo which shows person without exception

Answer(A)

Q17. Which of the following photos would mark as 'Exception photo not as per guidelines'?

A) A photo which shows exceptions

B) A photo where the person is looking down

C) A photo which shows person without exception

D) A photo with poor visibility

Answer(B)

Q18. Shanthi is a 65 year old woman. Due to her ill health, she is unable to come to the enrolment center to get enroled for Aadhaar. Her son gets her paspport photograph which can be captured as her photo for Aadhaar. Is it acceptable to take the photo of photo in such scenarios?

A) Yes, as the resident cannot come to the enrolment center

B) No, as photo of photo is a grave critical error and indicates fraud

Answer(B)

Q19. Rakesh is an enrolment operator. He sometimes asks one of the residents to capture the pictures while he enters the details into the system. IS this acceptable?

A) No, as the phot should be clicked by enrolment operator only

B) Yes, resident can capture the image and operator should ensure that the clarity is good

Answer(A)

Q20. As per the enrolment guidelines, a resident needs to be present physically at the time of enrolment and photo of resident needs to be clicked either by the enrolment operator or by the resident.

A) TRUE   B) FALSE

Answer(B)

Q21. An exception photo shows an image of a person looking to the left side. What type of error is this?

A) Poor Quality in Exception Photo

B) No Exception Available in Exception Photo

C) Exception Photo not as per guidelines

D) Photo of Photo in Exception Photo

Answer(C)

Q22. A photo shows image of a 26 year old woman and her exception photo shows image of another 26 year old woman with 4 fingers on her right hand. What type of error is this?

A) Object in exception photo

B) Both Photo of different Person

C) Exception Photo not as per guidelines

D) Poor Quality in Exception Photo

Answer(B)

Q23. A photo shows image of a 45 year old man and his exception photo shows the same man without one hand. Also, the face in the exception photo is not clear. Which of the following errors will you mark?

A) Both Photo of different Person

B) Exception Photo not as per guidelines

C) Poor Quality in Exception Photo

D) No Exception Available in Exception Photo

Answer(C)

Q24. The name of the resident shows Jasmine, which is also the name of a flower. Is this an error?

A) Yes, as Jasmine is name of a flower

B) No, as Jasmine can be a female resident's name

Answer(B)

Q25. You see an image of woman who could be upto 20 years of age. However, the age mentioned is 55 years. What action will you take in such situation?

A) Mark it as 'Possible Age â€" Photo mismatch' error

B) Simply reject the card

C) Report it to your superior

D) Ignore the error as some 50 year olds may look as young as 20 year old

Answer(A)

Q26. While verifying the details, you find that in the address the title is given as W/O Ravinder Reddy. However, the picture is of a 10 year old girl. What action will you take in such situation?

A) Mark it as 'Relationship error'

B) Simply reject the card

C) Report it to your superior

D) Ignore the error

Answer(A)

Q27. As per the enrolment guidelines, a resident needs to be present physically at the time of enrolment and photo of resident needs to be clicked by the enrolment operator only.

A) TRUE   B) FALSE

Answer(A)

Q28. Which of the following refers to 'Possible Error in Name & Address transliteration' error?

A) When there is an error in the address

B) When the name and address is not given in local language

C) When the address written in local language and in English are not matching

D) When you do not recognise the name of the city the resident resides in

Answer(C)

Q29. Which of the following errors should be marked if the image in the photo is a chair?

A) Human photo missing   B) Unidentified object

C) Person missing   D) Its not an error

Answer(A)

Q30. A biometric capture shows only 4 finger prints and the exception photo shows his hands with four fingers but his face is not clear. Is the exception photo acceptable?

A) Yes, as the person the exception is shown

B) No, as the exception photo should have the clear photo of his hands and face

Answer(B)

Q31. A biometric capture shows only 3 finger prints and the exception photo has the face of the person with no left ear. Is the exception photo acceptable?

A) Yes, as the person has no left ear

B) No, as the exception photo should have the photo of his hands

Answer(B)

Q32. An enrolment is considered as 'No Exception Available in Exception Photo' error when the image of the resident shows no exception, however it has marked as exception.

A) TRUE   B) FALSE

Answer(A)

Q33. An enrolment is considered as 'Object in Exception' error when there is another person in the exception photo.

A) TRUE   B) FALSE

Answer(B)

Q34. When the exception photo is not clear, then you should increase the brightness and accept the photo.

A) TRUE   B) FALSE

Answer(B)

Q35. When the photo and exception photo are same, then it is_____.

A) No Exception Available in Exception Photo error

B) Exception Photo not as per guidelines error

C) Poor Quality in Exception Photo error

D) Not an error

Answer(B)

Q36. You find that resident's photo is different from the one given in the exception. What action will you take in such situation?

A) Mark it as 'No exception available in exception photo' error

B) Mark it as 'Incomplete Address' error

C) Mark it as 'Both photo of different person' error

D) Mark it as 'Possible Error in Name and Address' error

Answer(C)

Q37. Which of the following refers to 'Both Photo of different person' error?

A) When the resident's photo and his exception photo is mismatching

B) When the exception photo shows an object

C) When the name and the gender of the person are mismatching

D) When both the photos show no exceptions

Answer(A)

Q38. You find that the photo in the given image is dark. What action will you take in such situation?

A) Mark it as 'No exception available in exception photo' error

B) Mark it as 'Poor Quality' error

C) Mark it as 'Image not clear' error

D) Mark it as 'Mismatch in the photo' error

Answer(B)

Q39. If the quality and visibility of the exception photo is poor, then it should be marked as 'Poor Quality in Exception Photo'.

A) True   B) FALSE

Answer(A)

Q40. If only one side of the exception photo is clearly visible and the other side is shaded, then it is considered as Photo of Photo error.

A) True   B) FALSE

Answer(B)

Q41. You find that the exception photo of the resident is not clear. What action will you take?

A) Accept and mark it as 'Photo of photo' error

B) Reject and mark it as 'Poor Quality in Exception Photo' error

C) Rectfiy the photo clarity using photo rectification software

D) Escalate the issue to your superior

Answer(B)

Q42. Photo of Photo' error is marked when enrolment of a resident is done without capturing the live picture of the resident.

A) True   B) FALSE

Answer(A)

Q43. If the resident's photo has been captured by Enrolment operators with Touristplace, then it will get rejected under Poor Quality Photo

A) True   B) FALSE

Answer(A)

Q44. You find that there are no exceptions in the exception image. What would you do in such case?

A) Accept and mark it as 'No Exception available in the exception photo' error

B) Reject and mark it as 'No Exception available in the exception photo' error

C) Accept and delete the photo without exception

D) Escalate the issue to your superior

Answer(B)

Q45. The exception photo does not show the image of the resident. What type of error is this?

A) Object in exception photo

B) Both Photo of different Person

C) Exception Photo not as per guidelines

D) Poor Quality in Exception Photo

Answer(A)

Q46. You find that the name of the city does not belong to the State. What would you do in such situation?

A) Correct the name of the City and accept the details

B) Mark it as 'Possible Error in Name and Address' error

C) Inform the operator to correct the issue

D) Escalate the issue to your superior

Answer(B)

Q47. Possible Error in Name & Address is marked when address is not matching with the city or State given.

A) TRUE   B) FALSE

Answer(A)

Q48. An exception photo has the person showing his hands. You find that there are no exceptions in the photo. What action will you take in such cases?

A) Correct the name of the City and accept the details

B) Mark it as 'No exception available in exception photo' error

C) Inform the operator to correct the issue

D) Escalate the issue to your superior

Answer(B)

Q49. The exception photo shows image of a person with one eye covered. Will you Accept or Reject this image?

A) Accept   B) Reject

Answer(B)

Q50. You find that the City and the State are not matching. What action will you take in such situation?

A) Possible Gender Photo Mismatch   C) Possible Age â€" Photo Mismatch

B) Incomplete Address   D) Possible Error in Name and Address

Answer(D)

Q51. The name of the city in English and in local language are not matching. However, all the other details are right. What would you do in such situation?

A) Correct the name of the City and accept the details

B) Inform the operator through mail about the error

C) Mark it as 'Possible Error in Name/Address Transliteration' error

D) Escalate the issue to your superior

Answer(C)

Q52. Possible Error in Name/Address Transliteration error is there is a mismatch in name and address given in local language and in English.

A) TRUE   B) FALSE

Answer(A)

Q53. If the name in the enrolment details is a slang, the same should be rejected.

A) TRUE   B) FALSE

Answer(A)

Q54. One of the exception photo shows a picture of deity. What should you do in such case?

A) Accept the details

B) Send a mail to operator to click the right picture

C) Mark it as 'Human photo missing' error

D) It is not an error

Answer(C)

Q55. Which of the following is considered as 'Human photo missing' error?

A) If the photo shows a person without exception

B) If the photo shows an object

C) If the photo is not clear

D) If the photo is blurred

Answer(B)

Q56. Which of the following elements in the exception photo are not acceptable?

> I.   **Photo of Photo**
> II.   **Celebrity Photo**
> III.   **Web cam logo**
> IV.   **Photo of animal**
> V.   **Photo of the resident showing the exceptions**

A) II and III   C) I, II, III and IV

B) II, III and IV   D) All the given options

Answer(C)

Q57. During enrolment process, a resident can help the operator by clicking the photos of other residents.

A) TRUE   B) FALSE

Answer(B)

Q58. A resident should be present physically at the Aadhaar enrolment centre to give his enrolment details.

A) TRUE   B) FALSE

Answer(A)

Q59. A resident approaches you stating that his father is ill and unable to come to the centre to give his details. What should you do in this case?

A) Ask the resident to get his father enroled once after he gets well

B) Ask the resident to bring the father's demographic and biometric details

C) Tell him that you cannot help him in such cases

D) Escalate the issue to your superior

Answer(A)

Q60. In case of village, the address section should have:

A) Village   C) State and Pincode

B) Block and town   D) All the given options

Answer(D)

Q61. In case of City, the address section should have:

    I.   **House number**
    II.   **Colony/locality**
    III.   **Area**
    IV.   **City**
    V.   **State**
    VI.   **Pin code**

A) I, II, III and IV

C) I, II, IV and VI

B) I, III, IV, V

D) All the given options

Answer(D)

Q62. If the address section does not have Pin code then, the error that you should mark is 'Incomplete Address'.

A) TRUE

B) FALSE

Answer(A)

Q63. Which of the following errors should be marked if there is mismatch in the relationship in the address section?

A) Incorrect address

C) Incorrect information

B) Possible Relationship Mismatch

D) Incomplete Address

Answer(B)

Q64. The address section shows D/O whereas the photo is of a 8 year old boy. What type of error is this?

A) Possible Gender Photo Mismatch

C) Possible Age â€" Photo Mismatch

B) Incomplete Address

D) Possible Relationshi p Mismatch

Answer(D)

Q65. Tampered/ Other resident's document, Aadhaar form/Enrolment Slip, Photo of Resident/Object/Animal picture attached as document would be considered as Fraud Documents resulting to blacklisting & FIR against the Enrolment operator.

A) True

B) FALSE

Answer(A)

Q66. Documents not uploaded/ blank document uploaded will lead to blacklisting & FIR against the Enrolment operator.

A) True

B) FALSE

Answer(A)

Q67. All documents being uploaded on the day of enrolment should be valid & accepting expired/cancelled documents will lead to blacklisting & FIR against the Enrolment operator.

A) True

B) FALSE

Answer(A)

Q68. Photo & name of resident should be available on document being submitted for Proof of Identity. Any document issue by authorized person must have stamp over the photo attached .Not adhering to guidelines would lead to blacklisting & FIR against the Enrolment operator.

A) True   B) FALSE

Answer(A)

Q69. What action will be taken if an enrolment operator captures Unparliamentarily / Abusive language?

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Operator will be sent for training

D) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

Answer(D)

Q70. What can lead to Blacklisting of operator for one year and filing of FIR?

A) Picture of God captured in place of resident photo

B) Age Photo Miss match

C) Poor Quality Photograph

D) Incomplete Address

Answer(A)

Q71. What action will be taken if an enrolment operator enrols an Adult as child?

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Operator will be sent for training

D) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

Answer(D)

Q72. What action will be taken if an enrolment operator captures an Animal Photo/Photo of Diety/any other object in place resident photograph?

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Operator will be sent for training

D) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

Answer(D)

Q73. What action will be taken if an enrolment operator will capture Objects (Chair / Laptop / Wall/ Table) Photo in place resident photograph?

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Operator will be sent for training

D) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

Answer(D)

Q74. What action will be taken if an enrolment operator will capture Animal Photo in place resident photograph?

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Operator will be sent for training

D) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

Answer(D)

Q75. What action will be taken if an enrolment operator would capture photograph of "photo" in place of live resident photograph?

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Operator will be sent for training

D) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

Answer(D)

Q76. What action will be taken if an enrolment operator during Biometric exception enrolment captures photograph of a different person in exception photograph?

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Operator will be sent for training

D) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

Answer(D)

Q77. What action will be taken if an enrolment operator during Biometric exception enrolment captures photograph of Objects(Chair/Laptop/Table/Poster) in exception photograph?

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Operator will be sent for training

D) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

Answer(D)

Q78. What action will be taken if Operator does errors like Poor Quality Photograph,Obvious Gender or Date of Birth Errors

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Amount of Rs.25 withheld per packet and for more than 30 cases - Suspension for 6 months and more than 50 cases - Suspension for 1 year.

D) Operator will be Blacklisted for 1 year & FIR will be filed

Answer(C)

Q79. What action will be taken if the BE Exception photo is not captured by the operator as per guidelines

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Amount of Rs.25 withheld per packet and for more than 30 cases - Suspension for 6 months and more than 50 cases - Suspension for 1 year.

D) Operator will be Blacklisted for 1 year & FIR will be filed

Answer(C)

Q80. What action will be taken against the Operator for incorrect biometric exceptions - eg - Full finger print or Iris recorded as missing/Photo of Photo / exception photo of a different person

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Amount of Rs.1000 withheld per packet and for 1 or more cases - Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

D) Operator will be Blacklisted for 1 year

Answer(C)

Q81. What action will be taken against the Operator for bad quality photo in exception photo or exception not visible in exception photo

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) Amount of Rs.1000 withheld per packet and for 1 or more cases in a month - Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

D) Operator will be Blacklisted for 1 year

Answer(C)

Q82. What action will be taken against the Operator accepts a fradulent document

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) For 1 or more cases in a month - Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

D) Operator will be Blacklisted for 1 year

Answer(C)

Q83. What action will be taken against the Operator scans a blank page as proof document

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) For 1 or more cases in a month - Suspension for 1 year and more than 5 cases - Suspension for 5 year & FIR will be filed

D) Operator will be Blacklisted for 1 year

Answer(C)

Q84. What action will be taken against the Operator accepts an invalid document

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) For 30 or more cases in a month - Suspension for 6 months and more than 50 cases - Suspension for 1 year

D) Operator will be Blacklisted for 1 year

Answer(C)

Q85. What action will be taken against the Operator accepts document which does not match with the demographic details of the resident

A) Waring letter will be issued

B) Operator ID will get blocked for 72 hours

C) For 30 or more cases in a month - Suspension for 6 months and more than 50 cases - Suspension for 1 year

D) Operator will be Blacklisted for 1 year

Answer(C)

Chapter 8. Offences and Penalties

Q1. Whoever impersonates or attempts to impersonate another person, whether dead or alive, real or imaginary, by providing any false demographic information or biometric information, shall be punishable with imprisonment for a term, which may extend to_years.

A) 1

B) 2

C) 3

D) 4

Answer(C)

Q2. Whoever impersonates or attempts to impersonate another person, whether dead or alive, real or imaginary, by providing any false demographic information or biometric information, shall be punishable with a fine which may extend to _____ rupees.

A) 5000

B) 10000

C) 20000

D) 50000

Answer(B)

Q3. Whoever, with the intention of causing harm or mischief to an Aadhaar number holder, or with the intention of appropriating the identity of an Aadhaar number holder changes or attempts to change any demographic information or biometric information of an Aadhaar number holder by impersonating or attempting to impersonate another person, dead or alive, real or imaginary, shall be punishable with imprisonment for a term which may extend to_years and shall also be liable to a fine which may extend to ten thousand rupees.

A) 1

B) 2

C) 3

D) 4

Answer(C)

Q4. Whoever, with the intention of causing harm or mischief to an Aadhaar number holder, or with the intention of appropriating the identity of an Aadhaar number holder changes or attempts to change any demographic information or biometric information of an Aadhaar number holder by impersonating or attempting to impersonate another person, dead or alive, real or imaginary, shall be punishable with imprisonment for a term which may extend to three years and shall also be liable to a fine which may extend to_____rupees.

A) 5000

B) 10000

C) 20000

D) 50000

Answer(B)

Q5. In the case of a company that is not authorised to collect identity information under the provisions of this Act, by words, conduct or demeanour pretends that it is authorised to do so, shall be punishable with a fine which may extend to_rupees.

A) 10000   C) 100000

B) 50000   D) 200000

Answer(C)

Q6. Whoever, not being authorised by the Authority, intentionally accesses or secures access to the Central Identities Data Repository shall be punishable with imprisonment for a term which may extend to three years and shall also be liable to a fine which shall not be less than rupees.

A) 10000   C) 100000

B) 50000   D) 200000

Answer(C)

Q7. The meaning of "computer source code" shall have the meaning assigned to it in which of the following Acts?

A) Section 65 of the Information Technology Act, 2000

B) IPC Section 67

C) Section 43 of the Information Technology Act, 2000

D) Section 41 of Information Technology Act, 2000

Answer(A)

Q8. The meanings of "computer contaminant", "computer virus" and "damage" shall have the meaning assigned to it in which of the following Acts?

A) Section 65 of the Information Technology Act, 2000

B) IPC Section 67

C) Section 43 of the Information Technology Act, 2000

D) Section 41 of the Information Technology Act, 2000

Answer(C)

Q9. Whoever, being an enrolling agency or a requesting entity, fails to comply with the requirements of sub-section (2) of Section 3 or sub-section (3) of Section 8, shall be punishable with imprisonment which may extend to year(s).

A) 1   C) 3

B) 2   D) 4

Answer(A)

Q10. Whoever commits an offence under Information Technology Act, 2000 any rules or regulations made thereunder for which no specific penalty is provided elsewhere than this section, shall be punishable with imprisonment for a term which may extend to one year or with a fine, which may extend to_____rupees.

A) 5000   C) 25000

B) 10000   D) 50000

Answer(C)

Q11. Whoever commits an offence under Information Technology Act, 2000 any rules or regulations made thereunder for which no specific penalty is provided elsewhere than this section, shall be punishable. Given here are some punishments:

   i.   **Imprisonment for a term which may extend to 1 year**
   ii.   **Fine which may extend to Rs. 25,000**
   iii. **Imprisonment for a term which may extend to 2 year**
   iv.   **Fine which may extend to Rs. 15,000 Identify the correct punishments.**

A) i. or ii.   C) ii. or iii.

B) i. or iv.   D) iii. or iv.

Answer(A)

Q12. Whoever, being a requesting entity, uses the identity information of an individual in contravention of sub section (3) of Section 8, shall be punishable. Given here are some punishments. i. Imprisonment for a term which may extend to 1 year ii. Fine which may extend to Rs. 25,000 iii. Imprisonment for a term which may extend to 3 years iv. Fine which may extend to Rs. 10,000 Identify the correct option.

A) i. or ii.   C) ii. or iii.

B) i. or iv.   D) iii. or iv.

Answer(D)

Q13. Given here are some courts.

   i.   **Chief Metropolitan Magistrate**
   ii.   **Chief Judicial Magistrate**
   iii. **Primary Court**
   iv.   **Judicial Service Commission Identify the courts that can try any offence punishable under Information Technology Act, 2000.**

A) i. or ii.   C) ii. or iii.

B) i. or iv.   D) iii. or iv.

Answer(A)

Q14. Given here are some police ranks. i. Sub-Inspector of Police ii. Assistant Sub-Inspector of Police iii. Inspector of Police iv. Assistant Inspector of Police Identify the police rank that can investigate any offence under Information Technology Act, 2000.

A) i. or ii.   C) iii.

B) i. or iv.   D) iii. or iv.

Answer(C)

Q15. An error was uncovered where enrolment with fake PoI/PoA was done by tampering UIDAI software. Given here are some people. i. Operator ii. Supervisor iii. Registrar iv. Introducer Which of these people will be punishable for this offence?

A) i. or ii.   B) i. or iv.

C) iii. D) iii. or iv.

Answer(A)

Q16. During verification, it is discovered that a Photo of Photo (PoP) was used in the Aadhaar registration. Given here are some people: i. Operator ii. Supervisor iii. Registrar iv. Introducer Which of these people will be punishable for this offence?

A) i. or ii. C) iii.

B) i. or iv. D) iii. or iv.

Answer(A)

Q17. Whoever, not being authorised by the Authority, intentionally downloads, copies or extracts any data from the Central Identities Data Repository or stored in any removable storage medium shall be punishable. Given here are some punishments: i. Imprisonment for a term which may extend to 3 years ii. Shall be liable to a fine which shall not be less than Rs. 1,00,000 iii. Imprisonment for a term which may extend to 2 years iv. Shall be liable to a fine which shall not be less than Rs. 30,000 Identify the correct option.

A) i. and ii. C) ii. and iv.

B) iii. and iv. D) i. and iv.

Answer(A)

Q18. Whoever, not being authorised by the Authority, intentionally steals, conceals, destroys or alters or causes any person to steal, conceal, destroy or alter any computer source code used by the Authority with an intention to cause damage, shall be punishable. Given here are some punishments: i. Imprisonment for a term which may extend to 3 years ii. Shall be liable to a fine which shall not be less than Rs. 1,00,000 iii. Imprisonment for a term which may extend to 2 years iv. Shall be liable to a fine which shall not be less than Rs. 30,000 Identify the correct punishments. i. and ii. iii. and iv. ii. and iv. i. and iv.

A) i. and ii. C) ii. and iv.

B) iii. and iv. D) i. and iv.

Answer(A)

Q19. Whoever, being an enrolling agency or a requesting entity, fails to comply with the requirements of sub-section (2) of Section 3 or sub-section (3) of Section 8, shall be punishable. Given here are some punishments: i. Imprisonment for a term which may extend to 1 year ii. Fine which may extend to Rs. 25,000 iii. Imprisonment for a term which may extend to 3 year iv. Fine which may extend to Rs. 10,000 Identify the correct punishments.

A) i. or ii. C) ii. or iii.

B) i. or iv. D) iii. or iv.

Answer(B)

Q20. Whoever, not being authorised by the Authority, intentionally denies or causes a denial of access to any person who is authorised to access the Central Identities Data

Repository shall be punishable: i. Imprisonment for a term which may extend to 3 years ii. Shall be liable to a fine which shall not be less than Rs. 1,00,000 iii. Imprisonment for a term which may extend to 2 years iv. Shall be liable to a fine which shall not be less than Rs. 30,000 Identify the correct punishments.

A) i. and ii.

C) ii. and iv.

B) iii. and iv.

D) i. and iv.

Answer(A)

Q21. Given here are some offences.

i.   A person or company not being authorised by the Authority disrupts or causes disruption to the access to the Central Identities Data Repository

ii.   A person or company damages or causes to be damaged the data in the Central Identities Data Repository

iii.   A person or company introduces or causes to be introduced any virus or other computer contaminant in the Central Identities Data Repository

iv.   A person or company intentionally discloses, transmits, copies or otherwise disseminates any identity information collected You need to find the offences that result in imprisonment for a term which may extend to three years and shall also be liable to a fine which shall not be less than ten lakh rupees.

A) i. ii. iii. and iv.

C) i., ii. and iii.

B) i., ii. and iv.

D) i. and iv.

Answer(C)

Q22. Given here are some offences.

i.   A person or company destroys, deletes or alters any information stored in any removable storage media or in the Central Identities Data Repository or diminishes its value or utility or affects it injuriously by any means

ii.   A person or company steals, conceals, destroys or alters or causes any person to steal, conceal, destroy or alter any computer source code used by the Authority with an intention to cause damage

iii.   A person or company impersonates or attempts to impersonate another person, whether dead or alive, real or imaginary, by providing any false demographic information

iv.   A person or company reveals any information in contravention of sub section (5) of Section 28, or shares, uses or displays information in contravention of Section 29 or assists any person in any of the aforementioned Acts You need to find the offences that result in imprisonment for a term which may

A) i. ii. iii. and iv.

C) i., ii. and iii.

B) i., ii. and iv.

D) i. and iv.

Answer(B)

Q23. Given here are some offences.

i. A person or company not being authorised to collect identity information under the provisions of this Act, by words, conduct or demeanour pretends that he is authorised to do so

ii. A person or company steals, conceals, destroys or alters or causes any person to steal, conceal, destroy or alter any computer source code used by the Authority with an intention to cause damage

iii. A person or company impersonates or attempts to impersonate another person, whether dead or alive, real or imaginary, by providing any false demographic information

iv. A person or company reveals any information in contravention of sub section (5) of section 28, or shares, uses or displays information in contravention of section 29 or assists any person in any of the aforementioned Acts You need to find the offences that result in imprisonment for a term which may extend to three years or with a fine

A) i. ii. iii. and iv.

B) i., ii. and iv.

C) i., ii. and iii.

D) i. and iii.

Answer(D)

Q24. Given here are some offences.

i. A person or company destroys, deletes or alters any information stored in any removable storage media or in the Central Identities Data Repository or diminishes its value or utility or affects it injuriously by any means

ii. A person or company introduces or causes to be introduced any virus or other computer contaminant in the Central Identities Data Repositor

iii. A person or company denies or causes a denial of access to any person who is authorised to access the Central Identities Data Repository

iv. A person or company reveals any information in contravention of sub section (5) of Section 28 You need to find the offences that result in imprisonment for a term, which may extend to three years and shall also be liable to a fine which shall not be less than ten lakh rupees.

A) i. ii. iii. and iv.

B) ii. and iii.

C) i., ii. and iii.

D) i. and iv.

Answer(B)

Chapter 9. Improve Customer Satisfaction, Avoid Fraud

Q1. Operator's/ Supervisor name and contact number should be mentioned in the escalation matrix.

A) TRUE					B) FALSE

Answer(A)

Q2. Do not mention the Registrar name and Greviance Cell contact number in the escalation matrix.

A) TRUE					B) FALSE

Answer(A)

Q3. Enrolment Agency name and code number should be mentioned in the escalation matrix.

A) TRUE					B) FALSE

Answer(A)

Q4. Given here are some items.Which of these details will go into the escalation matrix?

    I.   **Centre Address**
    II.   **EA Name and Code**
    III.   **Subscriber Name and Contact Number**
    IV.   **UIDAI Officer Name and Contact Number**

A) i. and iii.					C) i., iii., and iv.

B) i. and iv.					D) i. and ii.

Answer(D)

Q5. Given here are some items.

    I.   **Centre Address**
    II.   **EA Name and Code**
    III.   **Observer Name and Contact Number**
    IV.   **Registrar (Nodal Officer) Name and Contact Number Which of these details will go into the escalation matrix?**

A) i. and iii.					C) i., iii., and iv.

B) i. and iv.					D) i. and ii.

Answer(C)

Q6. Given here are some items.

    I.   **Centre Address**
    II.   **Operator Name and Contact Number**
    III.   **Observer Name and Contact Number**

  IV. **Registrar (Nodal Officer) Name and Contact Number Which of these details will go into the escalation matrix?**

A) i. and iii.

B) i., ii. and iv.

C) i., iii., and iv.

D) i. and ii.

Answer(B)

Q7. Given here are some items.

  I. **Centre Address**
  II. **Operator Name and Contact Number**
  III. **Contact Number of Grievance Cell**
  IV. **Registrar (Nodal Officer) Name and Contact Number Which of these details will go into the escalation matrix?**

A) i. and ii.

B) i., ii. and iv.

C) i., iii., and iv.

D) i. ii., iii. and iv.

Answer(D)

Q8. Given here are some statements. Your task is to identify the correct statement.

  I. **Operator should treat everyone equally even if there are senior citizens and differently abled residents**
  II. **In case of senior citizens, operator should collect only name and address**
  III. **In case Biometric Device is unable to detect biometrics of senior citizens, operator should collect address proof**
  IV. **Operator has to capture exception photograph, clearly depicting the exception.**

A) i and ii

B) ii and iii

C) iv

D) i

Answer(D)

Q9. Given here are some statements. Your task is to identify the correct statement.

  I. **In case Biometric Device is unable to detect biometrics of senior citizens, operator should try the force capture option**
  II. **In case senior citizens, operator should give them priority treatment**
  III. **In case Biometric Device is unable to detect biometrics of senior citizens, take only photograph using the device**
  IV. **Operator should treat everyone equally even if there are senior citizens and differently abled residents**

A) i and ii

B) ii and iii

C) iv

D) i

Answer(A)

Q10. What is the purpose of Aadhaar retrieval process?

A) Residents may be in a hurry to link or seed their Aadhaar

B) Letter does not reach the destination even after 90 days

C) Residents lose their EID/UID

D) All the given options

Answer(D)

Q11. How many days does it take to generate Aadhaar?

A) upto 90 days from the day of Enrolment

B) 30 days from the day after verification of details is completed

C) 1 Week from the day of receipt of enrolment packet by UIDAI from the EA

D) 30 days from the day EA sends the enrolment packet to UIDAI

Answer(A)

Q12. Delivery of Aadhaar takes up to 90 days.

A) TRUE   B) FALSE

Answer(A)

Q13. What is the mode of delivery of Aadhaar?

A) Through DHL service and email

B) Download through Aadhaar webportal using registered mobile number

C) Through Indian Postal Service

D) Both 2 and 3

Answer(D)

Q14. To which of the following numbers can a resident call to know the status of Aadhaar?

A) 1947   C) 51969

B) 55563   D) 1952

Answer(C)

Q15. A resident lost his Aadhaar letter and Enrolment ID -EID is available. What is the process of requesting for Aadhaar status through SMS?

A) SMS 'UID STATUS < 14 DIGIT EID >' and send to 51969

B) SMS 'UID STATUS < 28 DIGIT EID > and send to 51969

C) SMS 'UID EAADHAAR < Aadhaar >'<Moble Number> and send to 51969

D) Both 1 and 2

Answer(D)

Q16. A resident can SMS to 51969 to know the status of his Aadhaar.

A) TRUE   B) FALSE

Answer(A)

Q17. Renu has applied for Aadhaar. She gave her demographic and biometric details in an enrolment center. How many days does it take to process the details and send Aadhaar to Renu?

A) upto 40 days

B) upto 50 days

C) upto 70 days

D) upto 90 days

Answer(D)

Q18. Radha is a student of class 10. She wants to avail the benefit of government scholarship programme. She is in a hurry to link her Aadhaar with the scheme so that she can continue her studies. What needs to be done in such cases?

A) Tell Radha to be patient and wait for the process to be over

B) Use the UID retrieval process to get the status her Aadhaar

C) Nothing can be done to help Radha in this situation

D) Issue a new Aadhaar to Radha

Answer(B)

Q19. A resident lost his Aadhaar card, but knows his Aadhaar number. He wants to receive his e-Aadhaar in his personal e-mail ID. What should he do in this situation?

A) Visit the enrolment centre and request them to download and send on his email

B) Visit the UIDAI website, download e aadhaar

C) It is not possible

D) Both 1 and 2

Answer(D)

Q20. A resident lost both EID and UID numbers. Which of the following websites does he need to visit to retrieve his Aadhaar?

A) https://resident. uidai.net.in/find uid-eid

B) https://resident.uidai.net.in/we b/resident/get Aadhaar-no

C) https://eaadhaa r.uidai.gov.in/

D) None of the above

Answer(A)

Q21. Which of the following information should you enter to download Aadhaar from the eaadhaar.uidai.gov.in. as pdf format?

A) EID number

B) Name

C) OTP received on registered mobile number

D) All the given options

All the given options

Q22. Which of the following numbers can a resident call for any issue related to Aadhaar?

A) 51969

C) 53363

B) 1947

D) 1950

Answer(B)

Q23. Keerthana has enrolled herself for Aadhaar. Which of the following websites can she visit to know the status?

A) https://eaadhaar.uidai.gov.in/

C) Aadhaar status.com

B) http://uidai.gov .in

D) Both 1 and 2

Answer(D)

Q24. A resident lost his Aadhaar card. He only has the EID available with him. Identify the correct order of steps to be followed to get e-Aadhaar.

I. Visit the website
II. Enter the EID number
III. Enter a mobile number
IV. Download the e-Aadhaar

A) I, II, III and IV

C) II, I, III and IV

B) I, III, II and IV

D) III, II, I and IV

Answer(A)

Q25. A resident lost his Aadhaar card, but knows his UID or Aadhaar number. Identify the correct order of the steps to be followed to get the e-Aadhaar in this case.

I. Visit the website
II. Enter the Aadhaar number
III. Enter a mobile number
IV. Download the e-Aadhaar

A) I, II, III and IV

C) II, I, III and IV

B) I, III, II and IV

D) III, II, I and IV

Answer(A)

Q26. Which of the following is required to an Aadhaar number holder to get Aadhaar on his or her registered mobile by visiting the website concerned?

I. EID number
II. Registered mobile number
III. OTP

A) Only I

C) Only I and II

B) Only II and III

D) I, II and III

Answer(D)

Q27. Why does an operator need to know the UID/EID retrieval process?

A) To generate Aadhaar for the first time for a resident

B) To remove duplicate data from the system

C) To generate Aadhaar number in case the resident has lost the Aadhaar

D) To minimise errors while capturing data

Answer(C)

Q28. Retrieval may be required when the letter does not reach the destination even after 90 days

A) TRUE   B) FALSE

Answer(A)

Q29. Retrieval may be required when the Aadhaar number holder may have lost his or her Enrolment ID or Unique ID.

A) TRUE   B) FALSE

Answer(A)

Q30. An Aadhaar number holder can also get e-Aadhaar printed from a Permanent Enrolment Center.

A) TRUE   B) FALSE

Answer(A)

Q31. In which of the following cases, UID retrieval process is helpful?

A) Resident lost the Aadhaar

B) The resident is in a hurry to link his Aadhaar to the service

C) The Aadhaar does not reach its destination even after 90 days

D) All of the above

Answer(D)

Q32. What is the Full from of PEC?

A) Pre-Enrolment Card   C) Pre-Enrolment Centre

B) Permanent Enrolment Centre   D) Public Enrolment Centre

Answer(B)

Q33. What is the toll-free number, which an Aadhaar number holder can call to get his or her Aadhaar after answering some security questions asked by a customer care executive?

A) 1947   C) 1974

B) 1950   D) 1984

Answer(A)

Q34. Enrolment Agency should use one password for multiple set of Operator IDs working under them

A) YES   B) NO

Answer(B)

Q35. Enrolment Agency should avoid force capture of biometrics of operators/supervisor during their on boarding

A) YES   B) NO

Answer(A)

Q36. Enrolment Staff should enter N/A or NA in fields where Resident has not provided any data.

A) TRUE   B) FALSE

Answer(B)

Q37._____need to proactively use Find Aadhaar facility before any fresh enrolment to minimize the rejections.

A) Operators/Super visor   C) Introducers

B) Subscribers   D) Registrars

Answer(A)

Q38. Enrolment Staff should make sure_____to share mobile number in during the Enrolment/Update.

A) Registrars   C) Residents

B) Introducers   D) Subscribers

Answer(C)

Q39. Enrolment Staff should deny any resident for enrolment in case of Biometrics exception and poor quality finger prints.

A) TRUE   B) FALSE

Answer(B)

Q40. Enrolment Staff should not ask for any payment from the resident for fresh enrolment.

A) TRUE   B) FALSE

Answer(A)

Q41. Enrolment Staff should not re-enrol residents without checking status of earlier enrolments of resident.

A) TRUE   B) FALSE

Answer(A)

Q42. Give priority treatment to Differently abled, senior citizens, pregnant ladies residents.

A) TRUE   B) FALSE

Answer(A)

Q43. Given here are some statements.Which of them are correct?

    i.   **Deny any resident for enrolment in case of Biometrics exception and poor quality finger prints**

    ii.   **Ask for any payment from the resident for enrolment in case of Biometric exception**

    iii.   **Do not re-enrol residents without checking status of earlier enrolments of resident**

    iv.   **Give priority treatment to Differently abled, senior citizens, pregnant ladies residents**

A) iii. and iv   C) i. and ii.

B) ii. and iv.   D) i. and iv.

Answer(A)

Q44. Given here are some statements.Which of them are correct?

    i.   **Do not use one password for multiple set of Operator IDs.**

    ii.   **Enable force capture of biometrics of operators/supervisor.**

    iii.   **No two Operators should have same Operator ID**

    iv.   **Allow an Operator/Supervisor to sign off an enrolment on behalf of another.**

A) iii. and iv.   C) i. and iii.

B) ii. and iv.   D) i. and iv.

Answer(C)

Q45. Given here are some statements.Which of them are correct?

    i.   **Registrars need to proactively use Find Aadhaar facility before any fresh enrolment to minimize the rejections.**

    ii.   **Encourage resident to share mobile number and email id.**

    iii.   **Inform resident to download e Aadhaar after receiving Aadhaar generation SMS from UIDAI**

    iv.   **Do not ask for any payment from the resident for enrolment**

A) i., iii. and iv.   C) i. and iii.

B) ii., iii. and iv.   D) i. and iv.

Answer(B)

Q46. Given here are some statements.Which of them are correct?

    i.   **Do not allow anyone else to sign for an enrolment that you have done.**

    ii.   **Do not sign for enrolments done by others.**

    iii.   **Enter N/A or NA in fields where Resident has not provided any data.**

    iv.   **Give your own fingerprint at the end of enrolment.**

A) i., iii. and iv.

C) i. and iii.

B) ii., iii. and iv.

D) i. ii. and iv.

Answer(D)

Q47. Given here are some statements.Which of them are correct?

    i.   **Brief the enrolment procedure to resident before and during enrolment.**

    ii.   **Leave those non-mandatory fields blank where no data is provided by resident.**

    iii.   **Table lamp used for facial image capture should be switched on during iris capture.**

    iv.   **Login with your own supervisor's Operator ID in Aadhaar client**

A) i., iii. and iv.

C) i., ii. and iii.

B) ii., iii. and iv.

D) i. ii. and iv.

Answer(B)

Q48. Operator/Supervisor should allow other operator to login on his/her enrolment client using his/her Login Credential.

A) TRUE

B) FALSE

Answer(B)

Q49. Operator/Supervisor should.................. password frequently to avoid fraud .

A) Change

C) Forget

B) Not change

D) All the given options

Answer(A)

Q50. What should be the ideal frequency for Operator sync?

A) Daily

C) Yearly

B) Monthly

D) 6 Months

Answer(A)

Q51. Operator/Supervisor should follow................ procedure to perform the Enrolment / Update Processs?

A) Standard Operator

C) Medical

B) Any

D) Customer Satisfaction

Answer(A)

Q52. Any document can be used as Valid PoI and PoA document which resident provides?

A) YES

B) NO

Answer(B)

Q53. In case any fellow Operator/Supervisor performs any fruad during the Enrolment/Update Process who needs to be informed?

A) Authority

B) Resident

C) Police

D) Local MP/MLA

Answer(A)

Q54. The enrolment files or backup should be stored as per the guidelines prescribed by ?

A) Authority

B) Resident

C) Police

D) Family

Answer(A)

Q55. Biometric Exception case should be signed off by the Enrolment Staff as per his/her feeling towards the resident?

A) Correct

B) Incorrect

C) After due dilegence

D) None of the above

Answer(C)

Q56. GPS Coordinate of the Enrolment/Update device needs to be taken at what frequency?

A) Daily before starting the Enrolment/Upda te Activity

B) At end of the day once all the activities are complete

C) Once in a month

D) while purchasing the Enrolment Device

Answer(A)

Q57. Can a Operator/Supervisor work on multiple Enrolment/Update machines using same login ID?

A) YES_

B) NO_

C) YES till the time it is detected

D) All the given options

Answer(B)

Q58. Operator/Supervisor should use same password for all his account as a best practice?

A) No, the password should be changed frequently

B) Yes, to remember and easy usage

C) As per his/her convinience

D) All the given options

Answer(A)

Q59. In case of any fraud, Operator/Supervisor should ask resident money?

A) No, fraud should be reported to the Authority

B) Yes, the fraud enrolment/upd ate should be complete

C) Nobody should be informed

D) None of the above

Answer(A)

Q60. All the Enrolment/Update related files/backup should be stored in any device and given to other Operator?

A) No, the backup should be secure

B) Yes, for them to upload using your credential

C) None of the above

D) All

Answer(A)

Q61. After completing GPS sync, device can be taken to any other place to perform the enrolment?

A) NO_   C) As per his/her convinience

B) YES_   D) All the given options

Answer(A)

Q62. In case resident request to add one of his relative's finger print for his/her enrolment, should this be allowed?

A) YES   B) NO

Answer(B)

Q63. Any resident can be enrolled as an Biometric Exception case to avoid the finger prints?

A) No_   C) As per his/her convinience

B) Yes_   D) All the given options

Answer(A)

Q64. Enrolment/Update Client should be tampered, if it is not working or showing some error?

A) Yes   B) No

Answer(B)

Q65. Photo of Photo can be taken while enroling any resident?

A) No   B) Yes

Answer(A)

Q66. What should not be taken in place of photo of the resident while performing Aadhaar update?

A) Photo of Photo

C) Photo of Animal

B) Photo of Gods

D) All the given options

Answer(D)

Q67. What language should not be used while filling the resident data ?

A) un parliamentary

C) Hindi

B) English

D) All the given options

Answer(A)

Q68. Strict action would be taken against the Operator/Supervisor perform any of these activities?

A) take photo of photo OR photo of animal

B) use un parliamentary language

C) None of the above

D) Both 1 and 2

Answer(D)

Q69. Any resident above 5 years in age can be enrolled as an "Child" to avoid taking finger prints?

A) Yes

B) No

Answer(B)

Q70. All the children below 5 years in age should be forced to give fingerprints?

A) No

B) yes

Answer(A)

Q71. In case of Child Enrolment, Operator/Supervisor should become their parent or guardian for Enrolment?

A) TRUE

B) FALSE

Answer(B)

Q72. Operator/Supervisor should act as Head of Family in case the resident does not have valid document?

A) TRUE

B) FALSE

Answer(B)

Q73. News paper or any blanck paper can be used as supporting PoI and PoA

A) TRUE

B) FALSE

Answer(B)

Q74. In case Incorrect document/blank paper/news paper is used for Enrolment purpose by the Operator what will happen?

A) Enrolment will be rejected

B) Strict action against the Operator will be taken

C) None of the above

D) All the given options

Answer(D)

Q75. Whose Mobile Number or Email should be added while performing Aadhaar Enrolment?

A) Resident

B) Operator/Super visor

C) Local representative

D) None of the above

Answer(A)

Q76. Operator can use mix biometric while performing Aadhaar Enrolment?

A) TRUE

B) FALSE

Answer(B)

Q77. Operator/Supervisor can take money from the resident and write any information in the Enrolment Client?

A) No

B) Yes

Answer(A)

Q78. Photocopy of Proof of Identity and Proof of Address can be used in case the resident wants?

A) No, Original Document needs to scanned

B) Yes, any document can be used

C) None of the above

D) All

Answer(A)

Q79. Operator/Supervisor should keep the Hard Copy of the PoI and PoA after the Enrolment is complete?

A) No hard copies should be kept

B) Yes hard copy should be kept safely

C) All

Answer(A)

Q80. Which of the following activities should be avoided while performing Aadhaar Enrolment and Update?

(i)   **Take Photo of Photo**
(ii)   **Take Photo of God**

      (iii)   Take Photo of Animal
      (iv)   Take resident photo

A) All the given option   C) (ii) and (iii)

B) (i) , (ii) and (iii)   D) None of the above

Answer(B)

Q81. Which of the following is a valid PoI Document?

      (i)   Driving Licience
      (ii)   Voter ID
      (iii)   Office ID
      (iv)   Visiting Card

A) Both (i) and (ii)   C) Only i

B) Only (iii) and (iv)   D) None of the above

Answer(A)

Q82. In case the resident wants his/her Biometric can be changed or mixed with any other resident?

A) Yes   B) No

Answer(B)

Q83. In case 6 years old resident request to perform Child Enrolment should this be allowed?

A) YES, as it is requested by the resident   C) Both the options are incorrect

B) No, as he/she is above 5 years in age   D) None

Answer(B)

Q84. Operator/Supervisor can take photo of photo instead of the actual photo of the resident in case the resident request?

A) Yes   B) No

Answer(B)

Q85. The scan copies of PoI and PoA can be kept in a separate folder by the Operator?

A) No   B) Yes

Answer(A)

Q86. Blanck pages can also be used as PoI and PoA document in case required?

A) TRUE   B) FALSE

Answer(B)

Q87. Resident should not be informed in case the Operator/Supervisor enters any information which is not mentioned on the Form

A) TRUE   B) FALSE

Answer(B)

Q88. Tampered Machine can be used to perform Enrolment/Update to earn money?

A) TRUE   B) FALSE

Answer(B)

Q89. Should the Operator sign off any enrolment done by other Operator without checking?

A) No   B) Yes

Answer(A)

Q90. Operator can write his/her own Mobile Number should be mentioned in the Enrolment Client rather than the resident mobile number?

A) TRUE   B) FALSE

Answer(B)

CIRCULARS & FORMS

F. No. HQ-16024/2/2020-EU-I-HQ
Unique Identification Authority of India
(Enrolment and Update-I Division)

UIDAI Head Office
Bangla Sahib Road, Behind Kali Mandir
Gole Market, New Delhi – 110 001
Dated 3rd October 2023

CIRCULAR

subject: Policy for enforcing of Aadhaar (Enrolment and Update) Regulations 2016, processes, standards, guidelines, data quality, and containing corrupt and fraudulent practices (Version 4.1) dated 30.11.2022 partial modification thereof

Please refer to UIDAI circular F. no. HQ-16024/2/2020-EU-I-HQ, dated 30.11.2022, on the above subject.

2.   In the said circular, after paragraph 4, the following paragraph is hereby inserted, namely:—

"4A. Only the e-mail services provided by NIC shall be used for official communications with the Registrars / Enrolment Agencies and that in case of non-State entities, their organisation mail server should be used for email communication. Further, in cases where such organisational mail servers are used, the email addresses used to communicate on official matters should be verified with the entity concerned to establish its genuineness and a repository maintained of such verified email addresses for checking whether an email received is from a duly verified address."

3.   This issues with the approval of competent authority.

Signed by Prabhakaran C R
Date: 03-10-2023 18:33:17
Reason: Approved

(Prabhakaran C.R.)
Deputy Director

To:
1. All DDGs, Regional Offices of UIDAI
2. All Registrars / Enrolment Agencies

F. No. HQ-16024I2I2020-EU-I-HQ

Policy for enforcing of Aadhaar (Enrolment and Update) Regulations 2016, Processes, standards, Guidelines, Data Quality and containing corrupt / fraudulent practices.

(Version-4.1 dated 30.11.2022)

1. This policy is issued in supersession of the policy for enforcing of Aadhaar (Enrolment and Update) Regulations 2016, Processes, Standards, Guidelines, Data Quality and containing corrupt / fraudulent practices Version 3.0 issued vide Circular F. No. HQ-16024/4/2020-EU-I dated 06th April and Version 4.0 issued vide Circular F. No. HQ-16024/2/2020-EU-I dated 07.11.2022 and shall be applicable with effect from 01.12.2022.

2. Appointment of Registrars/Enrolment Agencies and other Service Providers is governed by Chapter V (Regulation 21 to 26) of the Aadhaar (Enrolment and Update) Regulations 2016. Regulation 26 of the said Regulations deals with 'Liability of Registrars, enrolling agencies and other Service Providers and action in case of default' and is reproduced as follows:

   "**26. Liability of Registrars, enrolling agencies and other service Providers and action in case of default-** (1) *Registrars, enrolling agencies, and other Service Providers, and the supervisors, operators or any other persons or agencies employed by them shall adhere to all regulations, processes, standards, guidelines, and orders issued by the Authority from time to time, and the code of conduct provided in Schedule V.*

   (2) The Authority shall monitor the enrolment activities of the Registrars, enrolling agencies and the operators, supervisors and other personnel associated with enrolment.

   (3) Without prejudice to any other action which may be taken under the Act, for violation of any Regulation, process, standard, guideline or order, by a Registrar or Enrolment Agency or any service provider or any other person, the Authority may immediately suspend the activities of such a Registrar or Enrolment Agency or service provider or concerned person, and after holding due enquiry. It may take steps for imposition of financial disincentives on such a Registrar or Enrolment Agency or service provider or any other person and for cancellation of the credentials, codes and permissions issued to them pursuant to the Act or these regulations, or any other steps as may be specifically provided for in the terms of engagement with the Authority."

3. In addition to above, UIDAI from time to time issues various SOPs/ guidelines/ directions etc. for implementation of above Regulations by the Registrars/ Enrolment Agencies/Service Providers etc. engaged in providing Aadhaar enrolment and update services to the Residents.

4. Imposition of financial disincentives and other administrative actions on the Registrars/Enrolment Agencies/Service Providers or any person/entity engaged in Aadhaar enrolment and update services in case of non-adherence to regulations, processes, standards, guidelines and orders stands revised as follows:

i. UIDAI performs various validations & quality checks once the enrollment packet is uploaded to CIDR by Registrar/Enrolment agency. During these processes erroneous packets gets rejected. UIDAI also receives resident feedback/grievances through various channels regarding overcharging of residents for enrolment/update. UIDAI has started taking feedback from enrolled resident by calling/contacting them about their experience during their Aadhaar enrolment / update. Following are the broad objectives

and actions proposed for Enforcing of Aadhaar (Enrolment and Update) Regulations 2016, processes, standards, guidelines, Data Quality and containing corrupt / fraudulent practices. To ensure that the interests of the UIDAI and the resident are protected, poor data quality and deviations from process norms (herein after called deficiencies) are dis-incentivized. Equally, the disincentives imposed must seek to serve as a deterrent and provide an opportunity for improvement, but must not become an unsustainable liability for the enrolment partners.

ii. Specific deficiencies shall attract financial disincentives and administrative actions whereas performance based periodic review attract administrative action if overall performance is poor for the period under review.

iii. All the transactions during the previous month, irrespective of enrolment for new Aadhaar or update shall be considered for assessing the deficiencies. All the errors committed by an operator during a month under different heads to be counted and the action shall be initiated as per the total count of errors during the month.

iv. Tech Operations to notify the operators who were found exceeded the threshold limit fixed for disassociation of operator ID, on the day of report generation and the operators should be disassociated from backend on the next day to avoid chance for more rejection of packets created by such operators and inconvenience to the residents.

v. In case of grave error as detailed in the following tables, UIDAI (RO/Tech Centre) shall dissociate the operator and inform the Registrar for taking appropriate action.

Registrar should suspend the operator within 15 days, and inform RO about the action taken on the operator. Failing which suspension will be carried out by UIDAI RO.

vi. In case of operational errors committed at the time of enrolment, as detailed in the below table, UIDAI (RO/Tech Centre) shall disassociate the Operator and inform the Registrar for taking appropriate action. Registrar to take appropriate decision about suspension/ retraining / reactivation of the operator.

vii. In case the operator/supervisor is an employee of the Registrar (Banks, post offices and state governments), instead of suspension of operator/supervisor, Registrar may take departmental action and the action may be intimated to concerned RO.

viii. Operators crossing the threshold and dis-associated by Tech operations division in the backend shall be permitted to re-onboard after completing re- training.

ix. On receipt of intimation from the RO, concerned Registrar to initiate appropriate action on the operator/supervisor based on the criteria mentioned as per this policy and an action taken report to be furnished within 30 days, failing which an additional penalty of Rs. 1 Lakh or 5 times of the financial disincentive as per the policy (whichever is lower) can be imposed on recommendation of Standard Reconciliation Committee (SRC) reports furnished by Regional Office (RO).

x. The financial dis-incentive shall be imposed at the time of calculating assistance, based on the deficiency report furnished by Tech Operations Division and Standard Reconciliation Committee (SRC) reports furnished by ROs.

xi. Consequent to reduction in new enrolments, restrictions imposed for conducting new enrolments at designated centres and changes in MBU policy, there can be reduction in the assistance paid by UIDAI to the Registrars. However considering the increased demand for update and new policies, the major part of the overall income of Registrar shall be fee collected from residents. Accordingly, to reflect the scenario in response to the changes, the present capping of 10% of the total amount payable to Registrar/EA combination during the month shall be changed to 10% of the notional income (assistance from UIDAI plus fee collected from resident on successful update).

xii. Considering the UIDAI policy of 0% tolerance against corruption, the penalty on corruption shall be applied over and above the penalty to be imposed as per deficiency report. The financial disincentive on corruption to be imposed only as per recommendation of SRC report submitted by RO, including on OBD survey cases.

Monthly performance review of operators based on data quality			
1	Performance based monthly report of enrolment operators as per methodology for enforcing process guidelines and data quality by 10th of every month.	D +10	Tech Centre, UIDAI
2	Action of disassociation of the operator	D + 15	Tech operation/ Respective Regional Offices, UIDAI
3	Action on disassociated operators.	D + 30	Registrar/ Regional Office
Monthly Review of operator performance based on soft skills			
1	Review of operator performance based on soft skills	Monthly/case to case basis	SRC

ANNEAURE-I:

	suggested scenarios for considering the errors as DOE-1 or DOE-2 during QC analysis				
S.N.	**DOE-1 (Document Error-1)**		**DOE-2 (Document Error-2)**		
	Fraudulent Documents	**Missing Document**	**Invalid Document**	**Demographic Error**	**Poor Quality Document**

1	Major Over writing in standard certificate or any other documents
	i) DOB - Any correction in DOB
	ii) Address - Use of Fluid/Whitener/Paper paste
	iii) Name - Addition of Middle Name
	iv) Name& UID - Use of Fluid/ Whitener/Paper paste
	v) Manually created Certificate - Name & Address of Certifier only printed.
		1. Blank Document /Plain paper scanned /Proof of document missing	1. UIDAI Standard certificate
			a. Minor over writing
			  i) Date of Issue – Any Correction
			  ii) Name - Correction in one or more character
			  iii) Address - Overwriting on House No./Plot No./Other Fields.
			  iv) Any minor correction on supporting document other than the changing field - Correction with or without Initials.
			b. Sign & photo of resident missing
			c. Issue date missing
			d. Certifier details/sign/stamp missing
			e. Validity date of certificate (3 months from date of issue)
			f. Cross sign & stamp missing/not visible etc
			g. Issuer's contact details missing like contact number/designation/address/ name.
			h. Use of different stamps (round stamp at one place and stamp with Name/ designation) at certifier part and on photo
			 i. Selection of wrong category by operator against valid document submitted by the resident.
				1. Data in document should match with the Enrolment slip and request. Minor addition such as explanation to address can be accepted except in case of UIDAI Standard certificate.	1. Document is not readable /Poor Quality scan

2	Use of Fluid/whitener/pasted paper		Photocopy of documents not valid.	Resident's name, date of birth is not matching with the given document.	Partially scanned
3	Certificate tampering (over writing /superimposed without any attestation)		Valid date of documents for regular documents like DL, passport, electricity bill, postpaid bill, water bill etc	Address of the resident like house no, VTC etc. is not matching with the given proof of document.	
4	Upload of Acknowledgment slip		Cross stamp missing on the resident's photo in bank passbook.		

Sr. No.	Criteria	Document Name
5	Document of other person	Cross stamp missing on the resident's photo in school extract/disability certificate.
6	Photo of Object/screenshot/Picture	Without photo POI document is not valid.
7	Aadhaar online appointment slip	Resident Certificate/Domicile Certificate/ Caste Certificate without photo is not valid
8	Aadhaar enrolment form	Registered Sale / Lease /Rent Agreement issued by Notary is not valid
9	Human Photo missing	Resident Certificate/ Domicile certificate should be in the name of resident only.
10	Photo of photo	Provisional birth certificate is not valid for DOB.
11	Unparliamentarily / Offensive Language	Acknowledgment slips of any govt. ID card like bhamasha card.
12	Age mismatch - for child under the age group 0-5 (both CELC and ECMP)	School ID cards without session or issue date is not valid.
13		Only front side of voter id card is not valid for POA. Both the sides of voter id card is required for POA.
14		UIDAI standard certificate issued by head teacher/up-pradhan is not valid.
15		Offline Bank statement without stamp is not valid.
16		Document not as per Valid List
17		Documents Issued by State Government Authorities

suggested scenarios, Enrolment requests not to be rejected during QC

Sr. No.	Criteria	Document Name
1	Document signed by parents on behalf of minor	In Standard certificate
2	Signature of resident missing in documents	Documents like e-PAN etc
3	Name field : filled in small case, instead of Capital Letter	In Standard Certificate

The above mentioned name of documents (POI/POA etc.) is subject to changes in the list of valid documents issued by UIDAI from time to time.

*****

F. No. HQ-13065/1/2022-AUTH-II HQ/8075
Unique Identification Authority of India
(Authentication and Verification Division)

UIDAI Headquarter
Bangla Sahib Road, Behind Kali Mandir
Gole Market, New Delhi – 110 001
Dated 22.12.2023

Circular No. 08 of 2023

Subject: Accepting Aadhaar as a proof of Date of Birth (DoB) — regarding.

It has been observed that AUAs/KUAs are considering and accepting Aadhaar card / e-Aadhaar as one of the acceptable documents for proof of Date of Birth (DoB).

2.   In this regard, it is pertinent to mention that, Aadhaar is a unique 12 digit ID issued to a resident after he/she undergoes the enrolment process by submitting his/her demographic and biometric information. Once a resident is assigned an Aadhaar number, it can be used to authenticate the resident through various modes as prescribed under Aadhaar Act, 2016 and Regulations framed there under.

3.   At the time of enrolment/updation, UIDAI records DoB as claimed by the resident, on the basis of the documents submitted by them, as specified under the list of supporting documents for Aadhaar enrolment, provided on the UIDAI website (https://uidai.gov.in/images/commdoc/26_JAN_2023_Aadhaar_List_of_documents_English.pdf). Further, it is to be noted that Regulations 10(4) and 19A of the Aadhaar (Enrolment and Update) Regulations, 2016, mention that verification of the enrolment and update data shall be performed as provided in Schedule III.

4.   In this regard, attention is drawn towards Office Memorandum dated 20.12.2018 issued by MeitY through UIDAI, wherein it has been stated that *"An Aadhaar number can be used for establishing identity of an individual subject to authentication and thereby, per se its not a proof of date of birth"* (copy enclosed).

5.   This aspect of the Aadhaar Act, 2016 has been reiterated/highlighted/stressed upon by different High Courts in recent judgments. The most recent one is given by the Hon'ble High Court of Bombay, in the case of *State of Maharashtra V/s Unique Identification Authority of India And Ors.* dated 28.07.2023 (copy enclosed).

6.   In view of the above, it is required that use of Aadhaar, as a proof of DoB needs to be deleted from the list of acceptable documents.

7.   This issues with the approval of the Competent Authority.

Encl.: As above.
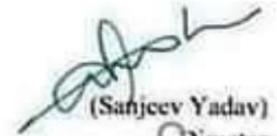
(Sanjeev Yadav)
Director
Tel: 011-23478609
Email: dir1.auth-hq@uidai.net.in

To:

All AUAs/KUAs

Copy to,

All UIDAI Regional Offices (ROs)

I/8109/2021

DESIGN BY MAHEBU ALLI KHAN JE BSNL

RO official on various parameters as under:

a. Is it the 1st Update/change request or resident has already changed the DoB for two or more times.

b. Is the Current request to fix the typo error due to enrolment operator mistake

c. What were the previous documents submitted by the residents

d. What are the current documents submitted by the residents and are these same as previous documents or not

e. Any other details deemed necessary

ii. With the above information, the following cases may be recommended for replay if residents submits DOB certificate issued by authorized authority (in the respective states) under the Registration of Births and Deaths Act, 1969 and self declaration (In case of Minor, the self declaration needs to be signed by the legal guardian):

a. **Case 1**: When Resident has already updated his DoB two or more times (Check the previous URNs request on RO portal)

Previous Request in year 2015	DoB in Aadhaar :3-Jul-1985	DoB Updated: 10-Jul-1987	DoB in Doc:10-Jul-1987 Doc: Pancard
Previous Request in year 2019	DoB in Aadhaar:10-Jul-1987	DoB to be Updated: 10-Jul-1990	DoB in Doc:10-Jul-1990 Doc: DL
Current Request in year 2021	DoB in Aadhaar:10-Jul-1990	DoB to be Updated: 10-Jul-1991	DoB in Doc:10-Jul-1991 Doc: Voter ID

The DoB update counter is not maintained for the DoB requests performed before the notification of the DoB OM dt 24.09.2018.

b. **Case 2**: Where DOB is changed successfully in previous request and no typographical error occurred but now resident wants to change his DOB with same/other type of valid document.

Previous Request	DoB in Aadhaar : 3-Jul-1985	DoB Updated: 10-Jul-1987	DoB in Doc: 10-Jul-1987 Doc: Pancard
Current Request	DoB in Aadhaar: 10-Jul-1987	DoB to be Updated: 10-Jul-1990	DoB in Doc: 10-Jul-1990 Doc: DL/Pancard

c. *Case 3*: Where DoB is changed successfully in previous request and DOB issue is of typographical error but currently resident is not fixingtypographical error:-

For ex:

Previous Request	Dob in Aadhaar : 3-Jul-1985	DoB updated: 10-Jul-1987	DoB in Doc: 10-Jul-1988
Current Request	Dob in Aadhaar: 10-Jul-1987	DoB to be Updated: 10-Jul-1990	DoB in Doc: 10-Jul-1990

d. **Case 4**: Where DoB is changed successfully in previous request and DOB issue is of typographical error and document is not available on RO Admin Portal and current document is different as of previous request

Previous Request	DoB in Aadhaar : 3-Jul-1985	DoB Updated: 10-Jul-1987	DoB in Doc: 10-Jul-1988 Doc: Pancard
Current Request	DoB in Aadhaar: 10-Jul-1987	DoB to beUpdated: 10-Jul-1990	DoB in Doc: 10-Jul-1990 Doc: DL Previous Pancard not available

iii. With the information collected in para b, the following cases of typographical error by enrolment operator may be recommended for replay **without** the need of DOB certificate issued by authorized authority (in the respective states) under the Registration of Births and Deaths Act, 1969 anda self declaration. The resident shall submit the previously submitted document as DoB Proof:

a. *Case 5*: Where DoB is changed successfully in previous request and

document is available on RO Admin portal and DOB issue is of typographical error.

Old Request	Dob in Aadhaar: 3-Jul-1985	DoB Updated: 10-Jul-1987	DoB in Doc: 10-Jul-1988 Doc: Pancard
Current Request	Dob in Aadhaar: 10-Jul-1987	DoB to be Updated: 10-Jul-1988	DoB in Doc: 10-Jul-1988 Doc: DL/Pancard Previous Doc available

b. ***Case 6***: Where DoB is changed successfully in previous request and document is not available on RO Admin portal but resident is submitting same document as of previous request and DOB issue is of typographical error.

Old Request	Dob in Aadhaar : 3-Jul-1985	DoB Updated: 10-Jul-1987	DoB in Doc: 10-Jul-1988 Doc: Pancard
Current Request	Dob in Aadhaar: 10-Jul-1987	DoB to be Updated: 10-Jul-1988	DoB in Doc: 10-Jul-1988 Doc: Pancard Previous Doc not available

7. A Flow diagram depicting the various cases and suggested actions for RO is givenbelow:
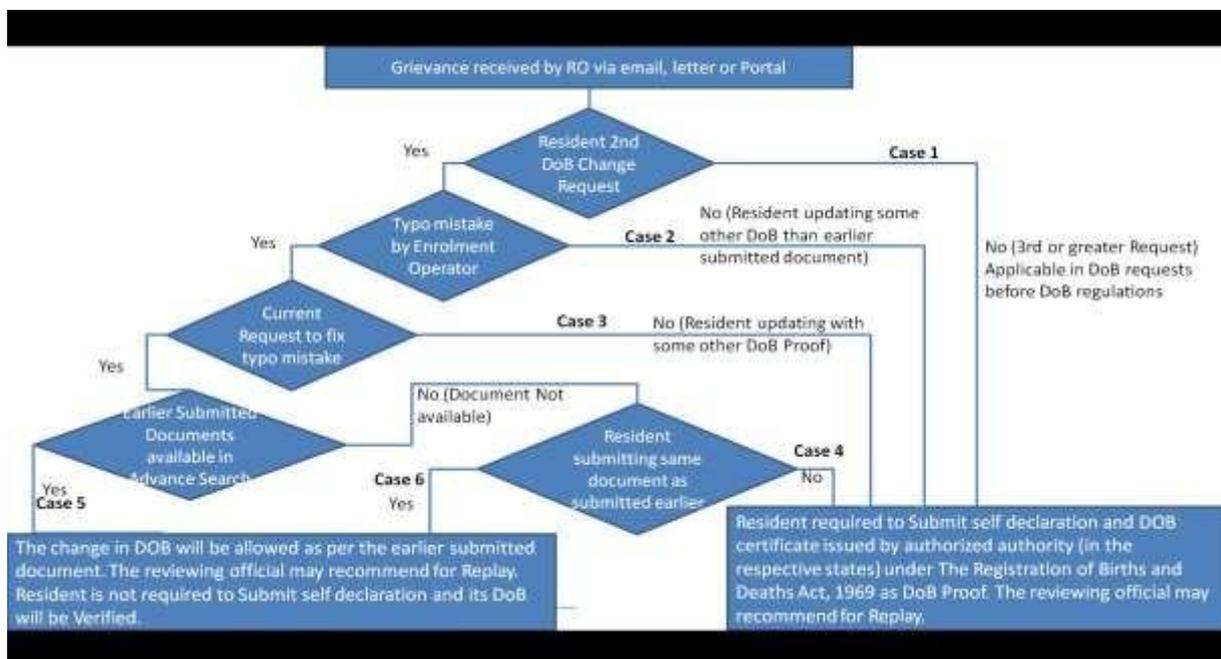
8. Cases where the URN under review may not be considered for replay :

a. Where Invalid/Illegible/tampered document is uploaded in requested URN:- The reviewing official will mark it as "Rejected". The Section will communicate to resident regarding the same.

b. Cases where resident has already submitted the self declaration in the previous request and again requesting for DoB update.

9. If required, it shall be at discretion of the concerned officer to decide regarding inviting resident to RO on a given date to present their respective case or not.

10. RO shall maintain following records of DoB exception cases:

a. A consolidated list of DoB update cases along with their status and self declarations submitted by the residents & other documents shallbe maintained at RO level.

S. No	Name of Applicant	EID /UID No.	DoB to be updated	Contact Details	Date of receipt of application	Mode SpeedPost/ eMail	Date of Decision	Reason for rejecting the application	Re

b. RO shall also maintain the following data for each case as below:

S. No	Request No	Request Date	EID /UID No.	Name of Applicant	DoB on Aadhaar	DoB to be updated	Request Accepted or Rejected	Remarks
1	1st Request							
2	2nd Request							

11. Further, wherever required, ROs will translate the self *declaration* in to Vernacular languages.

Assistance for reading out the contents of the self Declaration by the staff (to whom the same is submitted) to the residents who are unable to read and write will also be provided at ROs level.

Reference:

   i. The Registration of Births and Deaths Act, 1969
   ii. Registration of Birth and Death Rules notified by respective states
   iii. Judgment of the Lucknow Bench of Hon'ble High Court of Judicature at Allahabad.

Director (E & U-I)

Signed by Prabhakaran C.r.
(Prabhakaran C.R.) Date: 16-07-2021 15:37:48
Reason: Approved Deputy

To

   1. All UIDAI Regional Offices
   2. UIDAI Tech

CentreCopy to

   1. OSD to CEO
   2. PS to DDG (E&U)
   3. ADG (CRM)
   4. ADG (E&U-II)
   5. ADG (E&U-I)
   6. File.

RBD Act, 1969 – Relevant Sections

8. Persons required to register births and deaths –

(1) It shall be the duty of the persons specified below to give or cause to be given, either orally or in writing, according to the best of their knowledge and belief, within such time as may be prescribed, information to the Registrar of the several particulars required to be entered in the forms prescribed by the State Government under sub-section (1) of section 16,--

(a) in respect of births and deaths in a house, whether residential or non-residential, not being any place referred to in clauses (b) to (e), the head of the house or, in case more than one household live in the house, the head of the household, the head being the person, who is so recognized by the house or the household, and if he is not present in the house at any time during the period within which the birth or death has to be reported, the nearest relative of the head present in the house, and in the absence of any such person, the oldest adult male person present therein during the said period;

(b) in respect of births and deaths in a hospital, health center, maternity or nursing home or other like institution, the medical officer in charge or any person authorized by him in this behalf;

(c) in respect of births and deaths in a jail, the jailor in charge ;

(d) in respect of births and deaths in a choultry, chattram, hostel, dharmasala, boarding house, lodging house, tavern, barrack, toddy shop or place of public resort, the person in charge thereof ;

(e) in respect of any new-born child or dead body found deserted in a public place, the headman or other corresponding officer of the village in the case of a village and officer in charge of the local police station elsewhere: Provided that any person who finds such child or dead body, or in whose charge such child or dead body may be placed, shall notify such fact to the headman or officer aforesaid ;

(f) in any other place, such person as may be prescribed.

(2) Notwithstanding anything contained in sub-section (1), the State Government, having regard to the conditions obtaining in a registration division, may be order require that for such period as may be specified in the order, any person specified by the State Government by designation in this behalf, shall give or cause to be given information regarding births and deaths in a house referred to in clause (a) of sub-) section (1) instead of the persons specified in that clause.

13. Delayed registration of births and deaths.—

..... (3) Any birth or death which has not been registered within one year of its occurrence, shall be registered only on an order made by a Magistrate of the first class or a Presidency Magistrate after verifying the correctness of the birth or death and on payment of the prescribed fee.

(4) The provisions of this section shall without prejudice to any action that may be taken against a person for failure on his part to register any birth or death within the time specified therefor and any such birth or death may be registered during thependency of any such action.'

<u>Self Declaration</u>

1. I ……………………………………… ………, resident of …………………….. holding Aadhaar No…………………………… , do hereby solemnly affirm and declare as under :-

    I. That the deponent is the resident of the above said address

    II. That the correct date of birth of the deponent is ……………………and the date of birth of the deponent is wrongly mentioned in the Aadhaar Card bearing Aadhaar No…………………………………….. as …………………………..

    III. That the deponent wants to get his/her date of birth updated in the Aadhaar Card as ……………….. instead of …………………….. even after utilizing the one time option for DOB Update,for which the deponent is submitting ………………………………………………as document proof.

    IV. That the date of Birth in the Aadhaar Card of the deponent was not correct earlier.

    V. That the deponent further declares that no document in support of proof of birth was submitted by him at the time of Aadhaar Enrolment. However, if so submitted, the document submitted at the time of updation is not the same as the one submitted at the time of Aadhaar Enrollment.

2.   Kindly select whichever are applicable (" ")

Sl. No.	Parameter	selection
(I)	Current DOB Update request is the Ist request for DOB Update	
(II)	Current DOB Update request is second (or greater) request for DOB	
(III)	Date of birth mentioned in the Aadhaar Card at the time of Aadhaar Enrolment was declare / approximate and was not verified	
(IV)	Date of birth mentioned in the Aadhaar Card at the time of Aadhaar Enrolment was Verified and was not Declare / approximate	

3.   That the undersigned undertakes that if the document submitted in proof of date of birth is found to be fraudulent/ false/ non-genuine, the corresponding Aadhaar Number may be deactivated as per Rule 28 of the Aadhaar (Enrollment and Update) Regulations,2018.

        I hereby declare declare that all the information mentioned above is true to the best of my knowledge and belief. In case of any discrepancies if arises, the undersigned will be personally held responsible.

Name and Signature of Resident.

Date: **(Parent / Guardian in case of Minor)**

Unique Identification Authority of India
Government of India

FORM 1: Aadhaar Enrolment and Update

For (a) Resident Indian, or (b) Non-Resident Indian having Proof of Address in India (aged 18 years and above)

Please follow the instructions given below this form and use only upper case (block or capital) letters.

1	**Purpose:** ☐ Enrolment OR ☐ Update	
2	**Resident status:** ☐ Resident Indian OR ☐ Non-Resident Indian (NRI) *{See paragraph 1(c) of the declaration below this form}*	

3 **Demographic information** *(For update, please fill only the information to be updated)*:

(a) Name:
(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)

(b) Gender: ☐ Female ☐ Male ☐ Third gender / Transgender

(c) Date of Birth: ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years
☐ Verified OR ☐ Declared OR ☐ Approximate *(only for age)*
(For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card)

(d) Email: **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐

4 **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head of Family (HoF)

5 **For document-based enrolment/update, additional demographic information and documents presented:**
(Address information should be filled only in case of enrolment or update of address)

(a) Address: Care of *(optional)*:

House no. / Building / Flat no.:	Street:
Landmark:	Ward no.: Area/Locality/Sector:
Village/Town/City:	Post Office *(mandatory)*:	PIN code *(mandatory)*: ☐☐☐☐☐☐
Sub-district:	District:	State:

(b) Type of documents presented:
(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)

(i) Proof of Identity (POI):
(ii) Proof of Address (POA):
(iii) Proof of Date of Birth (PDB) *(optional)*:

6 **For HoF-based enrolment or update of address, additional information and documents presented:**

(a) Details of HoF: (i) Name: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(ii) Relationship with applicant: ☐ Mother ☐ Father ☐ Legal guardian
Other relationship (only for address update): ☐ Spouse ☐ Child/Ward ☐ Sibling

(b) Type of Proof of Relationship (POR) document presented:
(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)

I confirm the identity of the applicant named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the applicant.

Signature of HoF:

7 **For update, additional information:**

(a) Aadhaar number of applicant: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(b) Information to be updated: ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth
☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents

Declaration

1. I hereby confirm and declare that—
   (a) all the information and documents submitted is correct to the best of my knowledge and belief;
   (b) I am entitled to the documents/information evidencing proofs cited above; and
   (c) I am a resident of India (resided in India for 182 days or more in 12 months immediately preceding my enrolment application) OR I am a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).
2. I understand that if the above declaration is found to be incorrect, my Aadhaar number may be deactivated and, in addition, action may be taken against me as per law.
3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.
4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, date of birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

Signature of verifier:	Signature / thumb impression of applicant*:
Name of verifier:	Date and time:

* In case applicant is a person with disability, in respect of whom a lawful guardian is appointed and such guardianship extends to providing of the consent sought, such guardian shall present document in support of the same and sign the application.

Instructions for filling Form 1

S. No.	Item	Instruction	Mandatory or optional
1	Purpose	Please tick (✔) only one, as applicable.	Mandatory
2	Resident status	Please tick (✔) only one, as applicable.	Mandatory
3	*Demographic information:*		
(a)	Name	(1) Please fill details as applicable. (2) Please omit courtesy title (Mr, Ms, Mrs, Shri, Smt., Kumari, Thiru, Thirumati etc.), honorific (Dr, Prof., Sir, Justice, defence service rank, ecclesiastical title, etc.), profession/qualification/service (Dr, Er., CA, Adv., IAS, IPS, IFS etc.) and alias (*urf*, a.k.a. etc.), even if figuring in the document.	Mandatory
(b)	Date of Birth (DOB) or Age	(1) Please fill details of DOB or age, as applicable. (2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate". (3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented. (4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card.	Mandatory
(c)	Gender	Please tick (✔) only one, as applicable.	Mandatory
(d)	Email	Please fill details as applicable.	Mandatory for NRI
(e)	Mobile number	(1) Please fill details as applicable. (2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same.	Optional
4	Basis of enrolment/update	Please tick (✔) only one, as applicable.	Mandatory
5	*For document-based enrolment/update, additional demographic information and documents presented:*		
(a)	Address	(1) Please fill details as applicable. (2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same. (3) PIN code and Post Office are mandatory. (4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code. (5) Minor variations in the address as filled from that as given in the POA document may be permitted. (6) Aadhaar letter will be despatched through India Post to the address as filled. (7) In case applicant is NRI and does not have POA for address in India, please use Form 2.	Mandatory
(b)	Type of documents presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. (3) For NRIs, valid Indian passport is the only acceptable POI.	Mandatory
6	*For HoF-based enrolment or update of address, additional information and documents presented:*		
(a)	Details of HoF	(1) Please fill details as applicable in (i). (2) Please tick (✔) only one, as applicable, in (ii). (3) For HoF-based enrolment, HoF must be 18 years or more in age and be the mother, father or legal guardian of the applicant. (4) For HoF-based update of address, HoF must be 18 years or more in age and be the applicant's mother, father, legal guardian, spouse, child/ward or sibling.	Mandatory
(b)	Type of Proof of Relationship (POR) document presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.	Mandatory
7	*For update, additional information:*		
(a)	Aadhaar number of applicant	Please fill details as applicable.	Mandatory
(b)	Information to be updated	Please tick (✔) one or more as applicable.	Mandatory

Fee for Enrolment and Update Services at Enrolment Centre

S. no.	Service	Fee
1	Enrolment	*Free*
2	Update of biometric information (photo, fingerprints and irises)	(a) If done once between the ages of 5 and 7 years: *Free* (b) If done once between the ages of 15 and 17 years: *Free* (c) If done otherwise: ₹ *100*
3	Update of demographic information (name, gender, date of birth, address, mobile number or email address)	(a) If done at the same time as update of biometric information: *Free (Only charges for Biometric update applicable)* (b) If done separately, for all or any demographic information: ₹ *50*
4	Update of POI and POA document (evidencing proof of identity and address)	₹ *50*

FORM 3: Aadhaar Enrolment and Update
For (a) Resident Indian child, or (b) Non-Resident Indian child having Proof of Address in India
(aged 5 years and above and less than 18 years)
Please follow the instructions given below this form and use only upper case (block or capital) letters.

1	**Purpose:** ☐ Enrolment OR ☐ Update	
2	**Resident status:** ☐ Resident Indian OR ☐ Non-Resident Indian (NRI) *{See paragraph 1(c) of the declaration below this form}*	
3	**Demographic information** *(For update, please fill only the information to be updated)*:	

(a) Name:
(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)

(b) Gender: ☐ Female ☐ Male ☐ Third gender / Transgender	**(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years ☐ Verified OR ☐ Declared OR ☐ Approximate *(only for age)* *(For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card)*

(d) Email :	**(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐

4	**Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head(s) of Family {HoF(s)}
5	**For document-based enrolment/update, additional demographic information and documents presented:** *(Address information should be filled only in case of enrolment or update of address)*

(a) Address: Care of *(optional)*:

House no. / Building / Flat no.:	Street:	
Landmark:	Ward no.:	Area/Locality/Sector:
Village/Town/City:	Post Office *(mandatory)*:	PIN code *(mandatory)*: ☐☐☐☐☐☐
Sub-district:	District:	State:

(b) Type of documents presented: *(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)*	(i) Proof of Identity (POI):
	(ii) Proof of Address (POA):
	(iii) Proof of Date of Birth (PDB) *(optional)*:

6	**For HoF-based enrolment or update of demographic information, additional information and documents presented:**

(a) Details of HoF: (i) Name:	Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(ii) Relationship with the child: ☐ Mother ☐ Father ☐ Legal guardian

(b) Type of Proof of Relationship (POR) document presented:
(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)

I confirm the identity of the child named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the child and that my biometric information may be used to establish my identity.

Signature of HoF:

7	**For update, additional information:**

(a) Aadhaar number of the child: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(b) Information to be updated: ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth ☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents

Declaration

1. I hereby confirm and declare that—
   (a) all the information and documents submitted is correct to the best of my knowledge and belief;
   (b) I and the child are entitled to the documents/information evidencing proofs cited above; and
   (c) the child is a resident of India (resided in India for 182 days or more in 12 months immediately preceding my enrolment application) OR that the child is a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).

2. I understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me as per law.

3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.

4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

Signature of verifier:	Signature / thumb impression of mother, father or lawful guardian:	
Name of verifier:	Name of signatory:	Date and time:

Instructions for filling Form 3

S. No.	Item	Instruction	Mandatory or optional
1	Purpose	Please tick (✔) only one, as applicable.	Mandatory
2	Resident status	Please tick (✔) only one, as applicable.	Mandatory
3	*Demographic information:*		
(a)	Name	(1) Please fill details as applicable. (2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific (ecclesiastical title, etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document.	Mandatory
(b)	Date of Birth (DOB) or Age	(1) Please fill details of DOB or age, as applicable. (2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate". (3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented. (4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card.	Mandatory
(c)	Gender	Please tick (✔) only one, as applicable.	Mandatory
(d)	Email	Please fill details as applicable.	Mandatory for NRI
(e)	Mobile number	(1) Please fill details as applicable. (2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same.	Optional
4	Basis of enrolment/update	Please tick (✔) only one, as applicable.	Mandatory
5	*For document-based enrolment/update, additional demographic information and documents presented:*		
(a)	Address	(1) Please fill details as applicable. (2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same. (3) PIN code and Post Office are mandatory. (4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code. (5) Minor variations in the address as filled from that as given in the POA document may be permitted. (6) Aadhaar letter will be despatched through India Post to the address as filled. (7) In case the child is NRI and does not have POA for address in India, please use Form 4.	Mandatory
(b)	Type of documents presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. (3) For NRI child, valid Indian passport is the only acceptable POI.	Mandatory
6	*For HoF-based enrolment or update of address, additional information and documents presented:*		
(a)	Details of HoF	(1) Please fill details as applicable in (i). (2) Please tick (✔) only one, as applicable, in (ii). (3) For HoF-based enrolment or update of demographic information, HoF must be 18 years or more in age and be the mother, father or legal guardian of the child.	Mandatory
(b)	Type of Proof of Relationship (POR) document presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.	Mandatory
7	*For update, additional information:*		
(a)	Aadhaar number of the child	Please fill details as applicable.	Mandatory
(b)	Information to be updated	Please tick (✔) one or more as applicable.	Mandatory

Fee for Enrolment and Update Services at Enrolment Centre

S. no.	Service	Fee
1	Enrolment	*Free*
2	Update of biometric information (photo, fingerprints and irises)	(a) If done once between the ages of 5 and 7 years: *Free* (b) If done once between the ages of 15 and 17 years: *Free* (c) If done otherwise: ₹ *100*
3	Update of demographic information (name, gender, date of birth, address, mobile number or email address)	(a) If done at the same time as update of biometric information: *Free (Only charges for Biometric update applicable)* (b) If done separately, for all or any demographic information: ₹ *50*
4	Update of POI and POA document (evidencing proof of identity and address)	₹ *50*

FORM 5: Aadhaar Enrolment and Update
For (a) Resident Indian child, or (b) Non-Resident Indian child having Proof of Address in India
(below 5 years of age)

Please follow the instructions given below this form and use only upper case (block or capital) letters.

Unique Identification Authority of India
Government of India

1	**Purpose:** ☐ Enrolment OR ☐ Update

2	**Resident status:** ☐ Resident Indian OR ☐ Non-Resident Indian (NRI) *{See paragraph 1(c) of the declaration below this form}*

3 Demographic information (*For update, please fill only the information to be updated*):

(a) Name:
(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)

(b) Gender: ☐ Female   ☐ Male   ☐ Third gender / Transgender

(c) Date of Birth: ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years
☐ Verified OR   ☐ Declared OR   ☐ Approximate (*only for age*)
(For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card)

(d) Email: **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐

4 Basis of enrolment/update: ☐ Document verification OR ☐ Confirmation by Head(s) of Family {HoF(s)}

5 For document-based enrolment/update, additional demographic information and documents presented:
(Address information should be filled only in case of enrolment or update of address)

(a) Address: Care of (*optional*):

House no. / Building / Flat no.:	Street:
Landmark:	Ward no.:	Area/Locality/Sector:
Village/Town/City:	Post Office (*mandatory*):	PIN code (*mandatory*): ☐☐☐☐☐☐
Sub-district:	District:	State:

(b) Type of documents presented:
(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)
(i) Proof of Identity (POI):
(ii) Proof of Address (POA):
(iii) Proof of Date of Birth (PDB) (*optional*):

6 For HoF-based enrolment or update of address, additional information and documents presented:

(a) Details of HoF(s):

(i) Name of child's mother: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐
AND/OR
(ii) Name of child's father: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐
(iii) If details of only one parent are given, whether the other parent is currently not residing with the child: ☐ Yes   ☐ No
OR
(iv) Name of legal guardian: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐
(v) Relationship with the child: ☐ Mother AND/OR ☐ Father OR ☐ Legal guardian

(b) Type of Proof of Relationship (POR) document presented:
(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)

I/We confirm the identity of the child named above and that she/he is related to me/us as mentioned. I/we hereby consent that my biometric information, or that of either of us, may be used to establish the identity of one of us through biometric-based authentication, and that the address recorded against the authenticated Aadhaar number may be recorded as the address against the Aadhaar number of the child.

Signature of: Mother:	AND/OR Father:	OR Legal guardian:

7 For update, additional information:

(a) Aadhaar number of the child: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(b) Information to be updated: ☐ Biometric (photo)   ☐ Name   ☐ Date of Birth   ☐ Gender   ☐ Address   ☐ Mobile   ☐ Email   ☐ Update of POI and POA documents

Declaration

1. I/We hereby confirm and declare that—
    (a) all the information and documents submitted is correct to the best of my/our knowledge and belief;
    (b) I am / we are entitled to the documents/information evidencing proofs cited above; and
    (c) the child is a resident of India (resided in India for 182 days or more in 12 months immediately preceding the child's enrolment) OR that the child is a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).
2. I/We understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me/us as per law.
3. I/We understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.
4. I/We hereby give my/our consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

Signature of:	Mother:	AND/OR Father:	OR Legal guardian:
Signature of verifier:		Name of verifier:	Date and time:

S. No.	Item	Instruction	Mandatory or optional
1	Purpose	Please tick (✔) only one, as applicable.	Mandatory
2	Resident status	Please tick (✔) only one, as applicable.	Mandatory
3	*Demographic information:*		
(a)	Name	(1) Please fill details as applicable. (2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific and alias (*urf,* a.k.a. etc.), even if figuring in the document.	Mandatory
(b)	Date of Birth (DOB) or Age	(1) Please fill details of DOB or age, as applicable. (2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate". (3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented. (4) For a child born on or after 1ˢᵗ October, 2023, birth certificate is the only acceptable PDB. (5) If PDB is not available, the child may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card.	Mandatory
(c)	Gender	Please tick (✔) only one, as applicable.	Mandatory
(d)	Email	Please fill details as applicable.	Mandatory for NRI
(e)	Mobile number	(1) Please fill details as applicable. (2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same.	Optional
4	Basis of enrolment/update	Please tick (✔) only one, as applicable.	Mandatory
5	*For document-based enrolment/update, additional demographic information and documents presented:*		
(a)	Address	(1) Please fill details as applicable. (2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same. (3) PIN code and Post Office are mandatory. (4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code. (5) Minor variations in the address as filled from that as given in the POA document may be permitted. (6) Aadhaar letter will be despatched through India Post to the address as filled. (7) In case the child is NRI and does not have POA for address in India, please use Form 6.	Mandatory
(b)	Type of documents presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. (3) For NRIs, valid Indian passport is the only acceptable POI.	Mandatory
6	*For HoF-based enrolment or update of address, additional information and documents presented:*		
(a)	Details of HoF	(1) Please fill details as applicable in (i) and (ii). (2) Please tick (✔) only one, as applicable, in (iii). (3) Please fill details as applicable in (iv). (4) Please tick (✔), as applicable, in (v). (5) For HoF-based enrolment or update of demographic information, HoF must be 18 years or more in age and be the mother, father or legal guardian of the child.	Mandatory
(b)	Type of Proof of Relationship (POR) document presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.	Mandatory
7	*For update, additional information:*		
(a)	Aadhaar number of the child	Please fill details as applicable.	Mandatory
(b)	Information to be updated	Please tick (✔) one or more as applicable.	Mandatory

Fee for Enrolment and Update Services at Enrolment Centre

S. no.	Service	Fee
1	Enrolment	*Free*
2	Update of biometric information (photo, fingerprints and irises)	(a) If done once between the ages of 5 and 7 years: *Free* (b) If done once between the ages of 15 and 17 years: *Free* (c) If done otherwise: ₹ *100*
3	Update of demographic information (name, gender, date of birth, address, mobile number or email address)	(a) If done at the same time as update of biometric information: *Free (Only charges for Biometric update applicable)* (b) If done separately, for all or any demographic information: ₹ *50*
4	Update of POI and POA document (evidencing proof of identity and address)	₹ *50*

FORM 7: Aadhaar Enrolment and Update
For Resident Foreign National (aged 18 years or above)

Unique Identification Authority of India
Government of India

AADHAAR
Mera Aadhaar, Meri Pehchaan

Please follow the instructions given below this form and use only upper case (block or capital) letters.

1	**Purpose:** ☐ Enrolment OR ☐ Update

2	**Nationality:**

3 | **Documents presented in support of nationality and eligibility:**

(a) Details of valid Foreign Passport: (i) Passport number:

(ii) Passport expiry date: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) Date of entry in India: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

AND

(b) Details of valid Overseas Citizen of India (OCI) card Holder :   (i) OCI number:

(ii) Date of issue of OCI card: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) e-FRRO Registration number:

OR

(c) Details of valid Long Term Visa (LTV): (i) LTV number:

(ii) Date of issue of LTV: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) Date of expiry of LTV: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

OR

(d) Details of valid Indian visa: (i) Visa type/category: (ii) Date of issue: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

(iii) Date of expiry: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iv) e-FRRO Registration number:

OR, as an alternative to Foreign Passport along with OCI/LTV/Visa, only for nationals of Nepal and Bhutan:

(e) Types of the two Proof of Identity (POI) documents presented:
(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)

(i) First POI document: (ii) Second POI document:

4 | **Demographic information** *(For update, please fill only the information to be updated)*:

(a) Name:
(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)

(b) Gender: ☐ Female   ☐ Male   ☐ Third gender / Transgender

(c) Date of Birth: ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years
☐ Verified OR ☐ Declared OR ☐ Approximate *(only for age)*
(For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card)

(d) Email *(mandatory)*:   **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐

5 | **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head of Family (HoF)

6 | **For document-based enrolment/update, additional demographic information and documents presented:**
(Address information should be filled only in case of enrolment or update of address)

(a) Address: Care of *(optional)*:

House no. / Building / Flat no.:		Street:
Landmark:	Ward no.:	Area/Locality/Sector:
Village/Town/City:	Post Office *(mandatory)*:	PIN code *(mandatory)*: ☐☐☐☐☐☐
Sub-district:	District:	State:

(b) Type of documents presented: *(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)*
(i) Proof of Identity (POI):
(ii) Proof of Address (POA):
(iii) Proof of Date of Birth (PDB) *(optional)*:

7 | **For HoF-based enrolment or update of address, additional information and documents presented:**

(a) Details of HoF: (i) Name: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(ii) Relationship with applicant: ☐ Mother ☐ Father ☐ Legal guardian
Other relationship (only for address update): ☐ Spouse ☐ Child/ward ☐ Sibling

(b) Type of Proof of Relationship (POR) document presented:
(See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres)

I confirm the identity of the applicant named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the applicant.

Signature of HoF:

8 | **For update, additional information:**

(a) Aadhaar number of applicant: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(b) Information to be updated: ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth
☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents

Declaration

1. I hereby confirm and declare that—

    (a) all the information and documents submitted is correct to the best of my knowledge and belief;

    (b) I am entitled to the documents/information evidencing proofs cited above; and

    (c) I am a foreign national and resident of India (resided in India for 182 days or more in 12 months immediately preceding my enrolment application).

2. I understand that if the above declaration is found to be incorrect, my Aadhaar number may be deactivated and, in addition, action may be taken against me as per law.

3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.

4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

Signature of verifier:	Signature / thumb impression of applicant*:
Name of verifier:	Date and time:

* In case applicant is a person with disability, in respect of whom a lawful guardian is appointed and such guardianship extends to providing of the consent sought, such guardian shall present document in support of the same and sign the application.

Instructions for filling Form 7

S. No.	Item	Instruction	Mandatory or optional
1	Purpose	Please tick (✔) only one, as applicable.	Mandatory
2	Nationality	Please fill details.	Mandatory
3	*Documents presented in support of nationality and eligibility:*		
(a)	Details of valid Foreign Passport	Please fill details as applicable.	(a) along with (b), (c) or (d),
(b)	Details of valid OCI card	Please fill details as applicable.	OR
(c)	Details of valid LTV	Please fill details as applicable.	For nationals of Nepal and
(d)	Details of valid Indian visa	Please fill details as applicable.	Bhutan, (e)
(e)	Types of 2 POI documents presented	Please fill details as applicable.	is mandatory
4	*Demographic information:*		
(a)	Name	(1) Please fill details as applicable. (2) Please omit courtesy title (Mr, Ms, Mrs, Shri, Smt., Thiru, Thirumati etc.), honorific (Dr, Prof., Sir, Justice, defence service rank, ecclesiastical title, etc.), profession/qualification/service (Dr, Er., CA, Adv., IAS, IPS, IFS etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document.	Mandatory
(b)	Date of Birth (DOB) or Age	(1) Please fill details of DOB or age, as applicable. (2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate". (3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented. (4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card.	Mandatory
(c)	Gender	Please tick (✔) only one, as applicable.	Mandatory
(d)	Email	Please fill details as applicable.	Mandatory
(e)	Mobile number	(1) Please fill details as applicable. (2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same.	Optional
5	Basis of enrolment/update	Please tick (✔) only one, as applicable.	Mandatory
6	*For document-based enrolment/update, additional demographic information and documents presented:*		
(a)	Address	(1) Please fill details as applicable. (2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same. (3) PIN code and Post Office are mandatory. (4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code. (5) Minor variations in the address as filled from that as given in the POA document may be permitted. (6) Aadhaar letter will be despatched through India Post to the address as filled.	Mandatory
(b)	Type of documents presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.	Mandatory
7	*For HoF-based enrolment or update of address, additional information and documents presented:*		
(a)	Details of HoF	(1) Please fill details as applicable in (i). (2) Please tick (✔) only one, as applicable, in (ii). (3) For HoF-based enrolment, HoF must be 18 years or more in age and be the mother, father or legal guardian of the applicant. (4) For HoF-based update of address, HoF must be 18 years or more in age and be the applicant's mother, father, legal guardian, spouse, child/ward or sibling.	Mandatory
(b)	Type of Proof of Relationship (POR) document presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.	Mandatory
8	*For update, additional information:*		
(a)	Aadhaar number of applicant	Please fill details as applicable.	Mandatory
(b)	Information to be updated	Please tick (✔) one or more as applicable.	Mandatory

Fee for Enrolment and Update Services at Enrolment Centre

S. no.	Service	Fee
1	Enrolment	₹ [*]
2	Update of biometric information (photo, fingerprints and irises)	₹ [*]
3	Update of demographic information (name, gender, date of birth, address, mobile number or email address)	(a) If done at the same time as update of biometric information: *Free* (b) If done separately, for all or any demographic information: ₹ [*]
4	Update of POI and POA document (evidencing proof of identity and address)	₹ [*]

* As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

FORM 8: Aadhaar Enrolment and Update
For Resident Foreign National (aged below 18 years)

Please follow the instructions given below this form and use only upper case (block or capital) letters.

1	**Purpose:** ☐ Enrolment OR ☐ Update
2	**Nationality:**
3	**Documents presented in support of nationality and eligibility:**

(a) Details of valid Foreign Passport: (i) Passport number:

(ii) Passport expiry date: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*   (iii) Date of entry in India: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

AND

(b) Details of valid Overseas Citizen of India (OCI) card Holder : (i) OCI number:

(ii) Date of issue of OCI card: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*   (iii) e-FRRO Registration number:

OR

(c) Details of valid Long Term Visa (LTV): (i) LTV number:

(ii) Date of issue of LTV: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*   (iii) Date of expiry of LTV: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

OR

(d) Details of valid Indian visa: (i) Visa type/category: (ii) Date of issue: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

(iii) Date of expiry: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iv) e-FRRO Registration number:

OR, *as an alternative to Foreign Passport along with OCI/LTV/Visa, only for nationals of Nepal and Bhutan:*

(e) Types of the two Proof of Identity (POI) documents presented:
(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)

(i) First POI document: (ii) Second POI document:

4	**Demographic information** (*For update, please fill only the information to be updated*):

(a) Name:
(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)

(b) Gender: ☐ Female   ☐ Male   ☐ Third gender / Transgender

(c) Date of Birth: ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years
☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*)
(For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card)

(d) Email (*mandatory*):   **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐

5	**Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head of Family (HoF)
6	**For document-based enrolment/update, additional demographic information and documents presented:**

(Address information should be filled only in case of enrolment or update of address)

(a) Address: Care of (*optional*):

House no. / Building / Flat no.:		Street:
Landmark:	Ward no.:	Area/Locality/Sector:
Village/Town/City:	Post Office (*mandatory*):	PIN code (*mandatory*): ☐☐☐☐☐☐
Sub-district:	District:	State:

(b) Type of documents presented: (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)

(i) Proof of Identity (POI):
(ii) Proof of Address (POA):
(iii) Proof of Date of Birth (PDB) (*optional*):

7	**For HoF-based enrolment or update of address, additional information and documents presented:**

(a) Details of HoF: (i) Name: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(ii) Relationship with the child: ☐ Mother ☐ Father ☐ Legal guardian

(b) Type of Proof of Relationship (POR) document presented:
(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)

I confirm the identity of the child named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the child.

Signature of HoF:

8	**For update, additional information:**

(a) Aadhaar number of the child: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(b) Information to be updated: ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth
☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents

Declaration

1. I hereby confirm and declare that—

    (a) all the information and documents submitted is correct to the best of my knowledge and belief;

    (b) I and child are entitled to the documents/information evidencing proofs cited above; and

    (c) the child is a foreign national and resident of India (resided in India for 182 days or more in 12 months immediately preceding my enrolment application).

2. I understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me as per law.

3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.

4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

Signature of verifier:	Signature / thumb impression of mother, father or lawful guardian:
Name of verifier:	Date and time:

S. No.	Item	Instruction	Mandatory or optional
1	Purpose	Please tick (✔) only one, as applicable.	Mandatory
2	Nationality	Please fill details.	Mandatory
3	*Documents presented in support of nationality and eligibility:*		
(a)	Details of valid Foreign Passport	Please fill details as applicable.	(a) along with (b), (c) or (d),
(b)	Details of valid OCI card	Please fill details as applicable.	OR
(c)	Details of valid LTV	Please fill details as applicable.	For nationals of Nepal and Bhutan, (e) is mandatory
(d)	Details of valid Indian visa	Please fill details as applicable.	
(e)	Types of 2 POI documents presented	Please fill details as applicable.	
4	*Demographic information:*		
(a)	Name	(1) Please fill details as applicable. (2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific (ecclesiastical title, etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document.	Mandatory
(b)	Date of Birth (DOB) or Age	(1) Please fill details of DOB or age, as applicable. (2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate". (3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented. (4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card.	Mandatory
(c)	Gender	Please tick (✔) only one, as applicable.	Mandatory
(d)	Email	Please fill details as applicable.	Mandatory
(e)	Mobile number	(1) Please fill details as applicable. (2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same.	Optional
5	Basis of enrolment/update	Please tick (✔) only one, as applicable.	Mandatory
6	*For document-based enrolment/update, additional demographic information and documents presented:*		
(a)	Address	(1) Please fill details as applicable. (2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same. (3) PIN code and Post Office are mandatory. (4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code. (5) Minor variations in the address as filled from that as given in the POA document may be permitted. (6) Aadhaar letter will be despatched through India Post to the address as filled.	Mandatory
(b)	Type of documents presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.	Mandatory
7	*For HoF-based enrolment or update of address, additional information and documents presented:*		
(a)	Details of HoF	(1) Please fill details as applicable in (i). (2) Please tick (✔) only one, as applicable, in (ii). (3) For HoF-based enrolment, HoF must be 18 years or more in age and be the mother, father or legal guardian of the child. (4) For HoF-based update of address, HoF must be 18 years or more in age and be the applicant's mother, father, legal guardian, spouse, child/ward or sibling.	Mandatory
(b)	Type of Proof of Relationship (POR) document presented	(1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.	Mandatory
8	*For update, additional information:*		
(a)	Aadhaar number of the child	Please fill details as applicable.	Mandatory
(b)	Information to be updated	Please tick (✔) one or more as applicable.	Mandatory

Fee for Enrolment and Update Services at Enrolment Centre

S. no.	Service	Fee
1	Enrolment	₹ [*]
2	Update of biometric information (photo, fingerprints and irises)	₹ [*]
3	Update of demographic information (name, gender, date of birth, address, mobile number or email address)	(a) If done at the same time as update of biometric information: *Free* (b) If done separately, for all or any demographic information: ₹ [*]
4	Update of POI and POA document (evidencing proof of identity and address)	₹ [*]

* As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016".

SELF-DECLARATION FROM THE HEAD OF FAMILY (HOF) FOR SHARING ADDRESS WITH IMMEDIATE FAMILY MEMBER RESIDING AT THE SAME ADDRESS

I, _____ (Name as in Aadhaar), resident

of _____

_____ (Address

as provided in Aadhaar) holding Aadhaar Number_____, do

hereby solemnly affirm and declare as under:-

    i.   That resident Mr./Ms._____ holding Aadhaar number

        _____ is related to me as my _____

        _____ (Please specify the relation with applicant) and is

        residing with me at the above mentioned address.

    ii.   That I agree to share my address in my Aadhaar with Mr./Ms. _____

        _____ for updating his/her address in Aadhaar in my capacity of

        Head of the Family (HoF).

    iii.   That the undersigned undertakes that, the above mentioned information is correct

        to the best of my knowledge and belief and at any point of time if any of the said

        information is found to be incorrect/fraudulent/false, the Aadhaar of Mr./Ms.

        _____ and mine can be deactivated and legal action

        may be initiated against me, as per the provisions of the Aadhaar (Targeted Delivery

        of Financial and Other Subsidies, Benefits and Services) Act, 2016 (18 of 2016) and,

        Regulations framed there under and other applicable Acts and Rules, etc.

Date DD/MM/YYYY   **Name & Signature of Head of the Family (HoF)**

Note:
1. *This document is valid for Head of Family (HoF) based Aadhaar address update purpose only.*
2. *This document is valid for 3 months from date of issue*

CERTIFICATE FOR AADHAAR ENROLMENT/ UPDATE (TO BE USED ONLY AS PROOF OF ADDRESS*)

Instructions: **All details to be filled in Block Letters**

(To be valid for 3 months from date of issue)

To be printed on plain A4 paper size;   *Not required to be printed on letter head;*

| D | D | | M | M | | Y | Y | Y | Y |

Resident's Details

☐ Resident   ☐ Non-Resident Indian (NRI)   ☐ New Enrolment   ☐ Update Request

Aadhaar Number:
(For update only)

Full Name:

C/o:

House No./ Bldg./ Apt:

Street/ Road/ Lane:

Landmark:

Area/ Locality/ Sector:

Village/ Town/ City:

Post Office:

District:

State:

Resident's Recent
Colour Photograph
3.5cm x 4.5 cm

Cross Signed and
Cross Stamped
by the Certifier.

NB: DO NOT
OVERLAP WITH
TEXT BOXES

PIN Code:

Date of Birth:

Signature of the Resident/
Thumb/ Finger Impression

Certifier's Details (To be filled by the certifier Only)

Name of the Certifier:

Designation:

Office Address:

Contact Number:

I hereby certify above mentioned details of the resident and I am a.... (Tick appropriate box below)

☐ Gazetted Officer - Group A

☐ Village Panchayat Head or Mukhiya

☐ Gazetted Officer - Group B

☐ MP/ MLA/ MLC/ Municipal Councillor

☐ Tehsildar

☐ Head of Recognized Educational Institution

☐ Superintendent/ Warden/ Matron/ Head of Institution of Recognized shelter homes/ Orphanages

☐ EPFO Officer

Checklist for Certifier

☐ No overwriting   ☐ Issue date is filled   ☐ Resident's signature   ☐ Certifier's details

☐ Resident's Photo is cross signed and cross stamped *(paper to photo or photo to paper)*

Signature & Stamp of the Certifier

*To be used as Proof of Identify (PoI) only in specific cases as mentioned in the list of applicable supporting documents.

CERTIFICATE FOR AADHAAR ENROLMENT/ UPDATE (TO BE USED ONLY AS PROOF OF ADDRESS*)

Instructions: All details to be filled in Block Letters

(To be valid for 3 months from date of issue)

To be printed on plain A4 paper size;   Not required to print on letter head; | 12 | 07 | 2022 |

Resident's Details

[✓] Resident   [ ] Non-Resident Indian (NRI)   [ ] New Enrolment   [✓] Update Request

Field	Value
Aadhaar Number: (For update only)	1 2 3 4 5 6 7 8 9 0 1 2
Full Name:	MOHAN KUMAR
C/o:	MAHESH KUMAR
House No./ Bldg./ Apt:	A - 312 / 5
Street/ Road/ Lane:	BLOCK - D4
Landmark:	NEAR OXFORD LIBRARY
Area/ Locality/ Sector:	MOHAN NAGAR
Village/ Town/ City:	INDRAPURAM
Post Office:	INDRAPURAM
District:	GHAZIABAD
State:	UTTAR PRADESH
PIN Code:	201007
Date of Birth:	01 01 1990

Mohan

Signature of the Resident
Thumb/ Finger Impression

Certifier's Details (To be filled by the certifier Only)

Field	Value
Name of the Certifier:	MANOJ TIWARI
Designation:	DEPUTY DIRECTOR
Office Address:	MINISTRY OF HEALTH, ROOM No - 305D
	SHASTRI BHAWAN , NEW DELHI -110001
Contact Number:	987854XXXX

I hereby certify above mentioned details of the resident and I am a.... (Tick appropriate box below)

[✓] Gazetted Officer - Group A
[ ] Village Panchayat Head or Mukhiya
[ ] Gazetted Officer - Group B
[ ] MP/ MLA/ MLC/ Muncipal Councilor
[ ] Tehsildar
[ ] Head of Recognized Educational Institution
[ ] Superintendent/ Warden/ Matron/ Head of Institution of Recognized shelter homes/ Orphanages
[ ] EPFO Officer

Checklist for Certifier

[✓] No overwriting   [✓] Issue date is filled   [✓] Resident's signature   [✓] Certifier's details
[✓] Resident's Photo is cross signed and cross stamped (paper to photo or photo to paper)

Manoj Tiwari

Signature & Stamp of the Certifier

*To be used as Proof of Identify (PoI) only in specific cases as mentioned in the list of applicable supporting documents.

SCHEDULE II

[*see* regulations 10(2) and 19(4)]

List of Acceptable Documents for Enrolment and Update

List of Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for Enrolment for Aadhaar Number of Individual up to Five Years of Age ✔means allowed and *X*means not allowed.			

● **Enrolment Type I: Head of the Family (HoF) based enrolment**

Sl. No.	List of documents (see note below this tabular statement)	Proof of Relationship (POR)document,containing name of child and name of Head of Family (HoF)	Proof of Date of Birth (PDB)document, containing name and Date of Birth
1.	Birth certificate issued by Authorised Authority (in the respective States) under the Registration of Births and Deaths Act, 1969, read with the rules made thereunder	✔	✔
2.	Valid Indian Passport (only applicable for NRIs)	✔	✔
3.	Document to prove legal guardianship	✔	*X*

● **Enrolment Type II: Document based Enrolment**

Sl. No.	List of documents (see note below this tabular statement)	Proof of Identity (POI) document, containing name and photograph	Proof of Address (POA) document,containing name and address in India
4.	Certificate issued on UIDAI Standard Certificate format by Superintendent/ Warden/ Matron/ Head of Institution of recognised shelter homes or orphanages (only for children of the shelter home or orphanage concerned)	✔	✔

● **Documents applicable for holders of Overseas Citizen of India (OCI) card holder,nationals of Nepal and Bhutan and other foreign nationals seeking enrolment**

Sl. No.	List of documents	Proof of Identity (POI)	Proof of Address (POA)
5.	Valid OCI card, along with valid foreign passport, for individual who have stayed in India for 182 days or more in the immediately preceding 12 months	✔	*X**
6.	Valid Long Term Visa (LTV) document, along with foreign passport (valid or expired), of the country of origin, issued to minorities communities of Afghanistan, Bangladesh and Pakistan (Hindus, Sikhs, Buddhists, Jains, Parsis and Christians)	✔	*X**
7.	Valid visa, along with valid foreign passport issued, to other foreign nationals who have stayed in India for 182 days or more in the immediately preceding 12 months	✔	*X**
8.	Passport of Nepal/Bhutan for nationals of Nepal/Bhutan. In case passport is not available, both of the following documents to be submitted: (a) Valid Nepalese/ Bhutanese Citizenship Certificate (b) Limited validity Photo Identity Certificate issued by Nepalese Mission / Royal Bhutanese Mission in India for stay of more than 182 days	✔	*X**

* Proof of Address documents as in the list of acceptable supporting documents for Aadhaar enrolment (above fiveyears) will be applicable.

Note: Any document listed in the above tabular statement shall be acceptable only if it meets the following conditions, namely:—
  (a) It is currently valid (unless otherwise expressly provided for above);
  (b) The person in respect of whom such document is issued is entitled for the same;
  (c) If the information contained in the document is publicly displayed or otherwise accessible to UIDAI online or is verifiable offline through digital means made available by the authority issuing the same, such information is verified if such means are used; and
  (d) The authority issuing the document presented to evidence proof of identity, address, date of birth or relationship has not made any declaration in respect of such category of document that such document is not proof of the same.

Important Note:
  (a) For resident Indian and non-resident Indian (NRI) born on and after 1.10.2023, birth certificate is mandatory.

(b) Head of Family (HoF) based enrolment is mandatory (except for children residing in shelter homes or orphanages and foreign national seeking enrolment) for children below five years of age. Any one of the parents or legal guardian can become HoF.

(c) HoF must have a valid Aadhaar before performing HoF based enrolment.

(d) Aadhaar number of both the parents is required for HoF based enrolment and biometric authentication by one of the parents is mandatory.

(e) Name of the child and HoF must be mentioned in the PoR document.

(f) Name of the individual as mentioned in the supporting document, will be replicated as such in the individual's Aadhaar. No additional information like parent/guardian first name, middle name and last name will be considered.

(g) The address mentioned in the HoF Aadhaar will be used in the child's Aadhaar.

(h) For foreign national seeking enrolment, the Aadhaar issued will be valid only till validity of the visa. However, in case of Nepal/Bhutan nationals, the Aadhaar issued will be valid for a period of ten years.

(i) For OCI card holders, the Aadhaar issued will be valid only for a period of ten years.

(j) For LTV document holders, the Aadhaar issued will be valid only till the validity of LTV document.

(k) HoF is encouraged to provide any of the following Proof of Identity (PoI) documents issued in the name of the child:
  (i) Indian passport
  (ii) Photo Identity Card/Certificate with photograph issued by Central Government /State Government, such as Domicile Certificate, Resident Certificate etc.
  (iii) ST/ SC/ OBC Certificate issued by Central Government /State Government
  (iv) Disability Identity Card/Certificate of Disability issued under the Rights of Persons with Disabilities Rules, 2017

List of Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for Enrolment for Aadhaar Number of Individual Five Years and above of Age

✔ means allowed and X means not allowed

Sl. No.	List of documents (see note below this tabular statement)	Proof of Identity (POI) document, containing name and photograph	Proof of Address (POA) document, containing name and address in India	Proof of Relationship (POR) document, containing name of child and name of Head of Family (HoF)	Proof of Date of Birth (PDB) document, containing name and Date of Birth
1.	Valid Indian Passport	✔	✔	✔	✔
2.	PAN Card/e-PAN Card	✔	X	X	X
3.	Ration /PDS Photograph Card/e-Ration Card	✔	✔	✔	X
4.	Voter Identity Card /e-Voter Identity Card	✔	✔	X	X
5.	Driving licence	✔	X	X	X
6.	Service Photo Identity Card issued by Central Government/ State Government/ PSU/ regulatory body / statutory body	✔	X	X	✔
7.	Pensioner Photo Identity Card / Freedom Fighter Photo Identity Card / Pension Payment Order issued by Central Government/ State Government/ PSU / regulatory body / statutory body	✔	X	✔	✔
8.	CGHS/ ECHS/ ESIC/ Medi-Claim Card issued by Central Government/ State Government/ PSU	✔	X	X	X
9.	Disability Identity Card / Certificate of Disability issued under Rights of Persons with Disabilities Rules, 2017	✔	✔	X	X
10.	Photograph Identity Card / Certificate with photograph issued by Central Government/ State Government, such as under Bhamashah scheme, Domicile Certificate, MGNREGA/NREGS Job Card, Labour Card, etc.	✔	✔	✔	X

11.	Scheduled Tribe(ST)/ Scheduled Cast(SC)/Other Backward Cast (OBC) Certificate issued by Central Government/ State Government	✔	✔	✔	X
12.	Mark-sheet/Certificate issued by recognised Board of Education or university or deemed university or higher educational institution established by a Central or State Act	✔	X	✔	✔
13.	Passbook with photograph issued by a Public Sector Bank (as categorised by RBI), duly stamped and signed, along with a supporting certificate from the branch manager in charge certifying that KYC in respect of the accountholder is complete and the proof of address for the address shown in the passbook is available in the bank's record	✔	✔	X	X
14.	Third gender / Transgender Identity Card / Certificate issued under the Transgender Persons (Protection of Rights) Act, 2019	✔	✔	✔	✔
15.	Certificate issued on UIDAI Standard Certificate format by:				
	(i) MP/ MLA/ MLC/ Municipal Councillor	X	✔	X	X
	(ii) Gazetted Officer Group 'A' /Employees Provident FundOorganisation (EPFO) Officer	X	✔	X	X
	(iii) Tehsildar/ Gazetted Officer Group 'B'	X	✔	X	X
	(iv) Gazetted Officer at National AIDS Control Organisation (NACO) / State Health Department / Project Director of the State AIDS Control Society or his nominee (in pursuance of Hon'ble Supreme Court Judgment in Criminal Appeal No(s). 135/2010 dated 19.5.2022)	✔	✔	X	X
	(v) Superintendent/ Warden/ Matron/ Head of Institution of recognised shelter homes or orphanages (only for children of shelter home or orphanage concerned)	✔	✔	X	X
	(vi) Recognisededucational institution (signed by the Head of Institute,only for the institute students concerned).	X	✔	X	X
	(vii) Village Panchayat Head/ President or Mukhiya/ Gaon Bura/ equivalent authority (for rural areas)/ Village Panchayat Secretary/ Village Revenue Officer or equivalent (for rural areas)	X	✔	X	X
16.	Electricity bill (pre-paid/post-paid bill, not older than 3 months)	X	✔	X	X
17.	Water bill (not older than 3 months)	X	✔	X	X

No.	Document				
18.	Telephone landline bill/ post-paid mobile bill/ broadband bill (not older than 3 months)	*X*	✔	*X*	*X*
19.	Valid sale agreement/ gift deed registered with the Registrar Office, or registered or unregistered rent, lease agreement or leave and licence agreement	*X*	✔	*X*	*X*
20.	Gas connection bill (not older than 3 months)	*X*	✔	*X*	*X*
21.	Allotment letter of accommodation issued by Central Government/ State Government/ PSU / regulatory body / statutory body (not older than 1 year)	*X*	✔	*X*	*X*
22.	Life or medical insurance Policy (valid up to 1 year from the date of issue of the Policy)	*X*	✔	*X*	*X*
23.	Birth certificate issued by Authorised Authorityunder the Registration of Births and Deaths Act, 1969, read with the rules made thereunder	*X*	*X*	✔	✔
24.	Family entitlement document issued by Central Government/ State Government	*X*	*X*	✔	*X*
25.	Prisoner Induction Document (PID) issued by Prison Officer, with signature and seal	✔	✔	*X*	*X*
26.	Document to prove legal guardianship	*X*	*X*	✔	*X*

Documents applicable for holders of Overseas Citizen of India (OCI) card holder,or Long Term Visa (LTV),nationals of Nepal and Bhutan and other foreign nationals seeking enrolment

No.	Document				
27.	Valid OCI card, along with valid foreign passport, for individual who have stayed in India for 182 days or more in the immediately preceding 12 months	✔	*X*	*X*	*X*
28.	Valid Long Term Visa (LTV) document, along with foreign passport (valid or expired), of the country of origin, issued to minorities communities of Afghanistan, Bangladesh and Pakistan (Hindus, Sikhs, Buddhists, Jains, Parsis and Christians)	✔	✔	*X*	*X*
29.	Valid Passport of Nepal/Bhutan for nationals of Nepal/Bhutan. In case passport is not available, any two of the following documents having the same address may be submitted: (क) Valid Nepalese/ Bhutanese Citizenship Certificate (ख) Valid Voter Identity Card issued by the Election Commission of Nepal/ Bhutan (ग) Limited validity Photo Identity Certificate issued by Nepalese Mission/ Royal Bhutanese Mission in India	✔	*X*	*X*	*X*
30.	Valid visa, along with valid foreign passport issued, to other foreign nationals who have stayed in India for 182 days or more in the immediately preceding 12 months	✔	*X*	*X*	*X*

| 31. | Valid Registration Certificate or Residential permit issued by FRRO/FRO to the foreign national (except OCI Card holders, LTV document holders and Nepal/Bhutan nationals) | X | ✔ | X | X |

Note: Any document listed in the above tabular statement shall be acceptable only if it meets the following conditions, namely:—

    (a) It is currently valid (unless otherwise expressly provided for above);

    (b) The person in respect of whom such document is issued is entitled for the same;

    (c) If the information contained in the document is publicly displayed or otherwise accessible to UIDAI online or is verifiable offline through digital means made available by the authority issuing the same, such information is verified if such means are used; and

    (d) The authority issuing the document presented to evidence proof of identity, address, date of birth or relationship has not made any declaration in respect of such category of document that the same is not proof of the same.

<u>Important Note:</u>

    (a) For resident Indian and Non Resident Indian (NRI) born on and after 01.10.2023, birth certificate is mandatory.

    (b) A document is accepted as Proof of Identity (PoI) document only if it contains Name and Photograph of the individual.

    (c) A document is accepted as Proof of Address (PoA) document only if it contains Name and Address of the individual.

    (d) A document is accepted as both Proof of Identity (PoI) and Proof of Address (PoA) document only if it contains Name, Photograph and Address of the individual.

    (e) Name of the individual as mentioned in the supporting document, will be replicated as such in the individual's Aadhaar. No additional information like parent/guardian first name, middle name and last name will be considered.

    (f) All the PoI, PoA, DoB documents shall be issued on the name of the individual. Documents in the name of the family member/members cannot be considered for enrolment of the other family members.

    (g) Head of Family (HoF) based enrolment shall be used in case individual does not have PoI and PoA documents.

    (h) HoF must have a valid Aadhaar before performing HoF based enrolment. HoF must accompany the individual during enrolment for his / her Aadhaar Authentication.

    (i) The address mentioned in the HoF Aadhaar will be used in the family member's Aadhaar.

    (j) For foreign national seeking enrolment, the Aadhaar issued will be valid only till validity of the visa. However, in case of Nepal/Bhutan nationals, the Aadhaar issued will be valid for a period of ten years.

    (k) For OCI card holders, the Aadhaar issued will be valid only for a period of ten years.

    (l) For LTV document holders, the Aadhaar issued will be valid only till the validity of LTV document.

    (m) All the documents should be latest and valid (except otherwise specified)

List of Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for Update of Information in respect of Aadhaar Number Holder of any Age

✔ means allowed and X means not allowed

Sl. No.	List of documents (see note below this tabular statement)	Proof of Identity (POI) document, containing name and photograph	Proof of Address (POA) document, containing name and address in India	Proof of Relationship (POR) document, containing name of child and name of Head of Family (HoF)	Proof of Date of Birth (PDB) document, containing name and Date of Birth
1.	Valid Indian Passport	✔	✔	✔	✔*
2.	PAN Card/e-PAN Card	✔	X	X	X
3.	Ration / PDS Photograph Card / e-Ration Card	✔	✔	✔	X
4.	Voter Identity Card /e-Voter Identity Card, whose details are displayed online on the website of the Election Commission of India or the Chief Electoral Officer concerned	✔	✔	X	X
5.	Driving licence	✔	X	X	X
6.	Service Photo Identity Card issued by Central Government/ State Government/ PSU/ regulatory body / statutory body	✔	X	X	✔*

No.	Document				
7.	Pensioner Photo Identity Card / Freedom Fighter Photo Identity Card / Pension Payment Order issued by Central Government/ State Government/ PSU / regulatorybody / statutory body	✔	X	✔	✔*
8.	Kisan Photo Passbook	✔	✔	X	X
9.	CGHS/ ECHS/ ESIC/ Medi-Claim Card issued by Central Government/ State Government/ PSU	✔	X	X	X
10.	Disability Identity Card / Certificate of Disability issued under Rights of Persons with Disabilities Rules, 2017	✔	✔	X	X
11.	Photograph Identity Card / Certificate with photograph issued by Central Government/ State Government, such as underBhamashah scheme, Domicile Certificate, MGNREGA/NREGS Job Card, Labour Card, etc.	✔	✔	✔	X
12.	Marriage Certificate with or without photograph issued by Central Government/ State Government (supporting PoI document of old name and photograph is required if the Marriage Certificate is without photograph)	✔	✔	✔	X
13.	ST / SC / OBC Certificate issued by Central Government / State Government	✔	✔	✔	X
14.	School Leaving Certificate (SLC)/ School Transfer Certificate (TC)	✔	X	X	X
15.	Mark-sheet/Certificate issued by recognised Board of Education oruniversity or deemed university or higher educational institution established by a Central or State Act	✔	X	✔	✔*
16.	Passbook with photograph issued by a Public Sector Bank (as categorised by RBI), duly stamped and signed, along with a supporting certificate from the branch manager in charge certifying that KYC in respect of the accountholder is complete and the proof of address for the address shown in the passbook is available in the bank's record	✔	✔	X	X
17.	Scheduled Commercial Bank's (notified by RBI) Passbook having Name and Photograph (cross stamped with Bank seal) and signed by bank official/ Post Office Savings Account Passbook (with stamp and signature of issuing official of post office)	X	✔	X	X
18.	Bank Account Statement/ Credit Card Statement (with Bank stamp & signature of issuing bank official)/ Post Office Savings Account Statement (with stamp and signature of issuing official of post office) (not older than 3 months)	X	✔	X	X
19.	Third gender / Transgender Identity Card / Certificate issued under the Transgender Persons (Protection of Rights) Act, 2019	✔	✔	✔	✔*

20.	Certificate issued on UIDAI Standard Certificate format by:				
	(i) MP / MLA / MLC / Municipal Councillor	*X*	✔	*X*	*X*
	(ii) Gazetted Officer Group 'A'/ Employees Provident Fund Organisation (EPFO) Officer	*X*	✔	*X*	*X*
	(iii) Tehsildar/ Gazetted Officer Group 'B'	*X*	✔	*X*	*X*
	(iv) Gazetted Officer at National AIDS Control Organisation (NACO)/State Health Department / Project Director of the State AIDS Control Society or his nominee (in pursuance of Hon'ble Supreme Court Judgment in Criminal Appeal No(s). 135/2010 dated 19.5.2022)	✔	✔	*X*	*X*
	(v) Superintendent/ Warden/ Matron/ Head of Institution of recognised shelter homes or orphanages (only for children of shelter home or orphanage concerned)	✔	✔	*X*	*X*
	(vi) Recognisededucational institution (signed by the Head of Institute,only for the institute students concerned)	*X*	✔	*X*	*X*
	(vii) Village Panchayat Head/ President or Mukhiya/ Gaon Bura/ equivalent authority (for rural areas)/ Village Panchayat Secretary/ Village Revenue Officer or equivalent (for rural areas)	*X*	✔	*X*	*X*
21.	Electricity bill (pre-paid/post-paid bill, not older than 3 months)	*X*	✔	*X*	*X*
22.	Water bill (not older than 3 months)	*X*	✔	*X*	*X*
23.	Telephone landline bill/ post-paid mobile bill/ broadband bill (not older than 3 months)	*X*	✔	*X*	*X*
24.	Property Tax Receipt (not older than 1 year)	*X*	✔	*X*	*X*
25.	Valid sale agreement/ gift deed registered with the Registrar Office, or registered or unregistered rent, lease agreement or leave and licence agreement	*X*	✔	*X*	*X*
26.	Gas connection bill (not older than 3 months)	*X*	✔	*X*	*X*
27.	Allotment letter of accommodation issued by Central Government/ State Government/ PSU / regulatory body / statutory body (not older than 1 year)	*X*	✔	*X*	*X*
28.	Life or medical insurance Policy (valid up to 1 year from the date of issue of the Policy)	*X*	✔	*X*	*X*
29.	Birth certificate issued by Authorised Authorityunder the Registration of Births and Deaths Act, 1969, read with the rules made thereunder	*X*	*X*	✔	✔

30.	Family entitlement document issued by Central Government/ State Government	X	X	✔	X
31.	Prisoner Induction Document (PID) issued by Prison Officer, with signature and seal	✔	✔	X	X
32.	Self-declaration from the Head of Family (HoF) certifying the relationship with the individual residing at the same address as HoF, valid only for borrowing address of HoF. (to be used only for address update of immediate family member/members of HoF)	X	X	✔	X
33.	Document to prove legal guardianship	X	X	✔	X

Documents applicable for holders of Overseas Citizen of India (OCI) card holder, or Long Term Visa (LTV), nationals of Nepal and Bhutan and other foreign nationals seeking enrolment

34.	Valid OCI card, along with valid foreign passport	✔	X	X	X
35.	Valid Long Term Visa (LTV) document, along with foreign passport (valid or expired), of the country of origin, issued to minorities communities of Afghanistan, Bangladesh and Pakistan (Hindus, Sikhs, Buddhists, Jains, Parsis and Christians)	✔	✔	X	X
36.	Passport of Nepal/Bhutan for nationals of Nepal/Bhutan. In case passport is not available, any two of the following documents having the same address may be submitted: (a) Nepalese/ Bhutanese Citizenship Certificate (b) Valid Voter Identity Card issued by the Election Commission of Nepal/ Bhutan (c) Limited validity Photo Identity Certificate issued by Nepalese Mission/ Royal Bhutanese Mission in India	✔	X	X	X
37.	Valid visa, along with valid foreign passport issued, to other foreign nationals	✔	X	X	X
38.	Valid Registration Certificate or Residential permit issued by Foreigners Regional Registration Office (FRRO) /Foreigners Registration Office (FRO) to the foreign national (except OCI Card holders, LTV document holders and Nepal/ Bhutan nationals)	X	✔	X	X

Documents applicable for exception cases of name, gender and date of birth (DoB):

39.	For exception cases of name change: Gazette Notification of new name alongwith any supporting POI document of old name with Photograph (for first/full name change)/Divorce Decree/ Adoption Certificate/ Marriage Certificate	✔	X	X	X

40.	For Exception cases of Gender Change: Medical Certificate from surgeon, in case individual changed gender surgically	✔	X	X	X
41.	For exception cases of DoB Change: Self Declaration as per notified format along with Birth certificate issued by Authorised Authorityunder the Registration of Births and Deaths Act, 1969, read with the rules made thereunder	X	X	X	✔

Note: Any document listed in the above tabular statement shall be acceptable only if it meets the following conditions, namely:—

    (a) It is currently valid (unless otherwise expressly provided for above);

    (b) The person in respect of whom such document is issued is entitled for the same;

    (c) If the information contained in the document is publicly displayed or otherwise accessible to UIDAI online or is verifiable offline through digital means made available by the authority issuing the same, such information is verified if such means are used; and

    (d) The authority issuing the document presented to evidence proof of identity, address, date of birth or relationship has not made any declaration in respect of such category of document that such document is not proof of the same.

Important Note:

    (a) For resident Indian and Non Resident Indian (NRI) born on and after 01.10.2023, birth certificate is mandatory.

    (b) ***DoB update of all individual between the age group of 0-18 years mandatorily requires Birth Certificate issued by Authorized Authority of the respective States**

    (c) A document is accepted as Proof of Identity (PoI) document only if it contains Name and Photograph of the individual.

    (d) A document is accepted as Proof of Address (PoA) document only if it contains Name and Address of the individual.

    (e) A document is accepted as both Proof of Identity (PoI) and Proof of Address (PoA) document only if it contains Name, Photograph and Address of the individual.

    (f) Name of the individual as mentioned in the supporting document, will be replicated as such in the individual's Aadhaar. No additional information like parent/guardian first name, middle name and last name will be considered.

    (g) PoI, PoA andPDB documents shall be issued on the name of the individual. Documents in the name of the family member/members cannot be considered for enrolment of the other family members.

    (h) Head of Family (HoF) based enrolment shall be used in case individual does not have PoI and PoA documents.

    (i) HoF must have a valid Aadhaar before performing HoF based enrolment.HoF must accompany the individual during enrolment for his / her Aadhaar Authentication.

    (j) The address mentioned in the HoF Aadhaar will be used in the family member's Aadhaar.

    (k) In case of child (0-5 years) having name as "Baby of ...." in Aadhaar, the first update request for full name change shall be allowed by submission of Birth certificate issued by Authorised Authorityunder the Registration of Births and Deaths Act, 1969, read with the rules made thereunder.

    (l) Aadhaar update for foreigner national will be conducted at Aadhaar adult enrolment centres only.

    (m) For foreign national seeking enrolment, the Aadhaar issued will be valid only till validity of the visa. However, in case of Nepal/Bhutan nationals, the Aadhaar issued will be valid for a period of ten years.

    (n) For OCI card holders, the Aadhaar issued will be valid only for a period of ten years.

    (o) For LTV document holders, the Aadhaar issued will be valid only till the validity of LTV document.

    (p) Please refer Self Declaration for DoB Change — [#]

    (q) Please refer Exception Handling Mechanism — [##]

    (r) Exception handling process is carried out under jurisdiction of UIDAI Regional Offices and considered only after due diligence of the case by the Regional Office concerned.

    (s) All the documents should be latest and valid (except otherwise specified)."; and

\#- https://uidai.gov.in/images/SOP_for_DOB_update.pdf

\#\#- https://uidai.gov.in/images/Biometric_exception_guidelines_01-08-2014.pdf

INSTRUCTIONS FOR FILLING UP Certificate for AADHAAR ENROLMENT/ UPDATE
(To be used only as proof of address*)

A. GENERAL INSTRUCTIONS – Please read these instructions carefully before filling the application form

The Application Form consists of two forms, i.e., Resident details and Certifier details.
Sample filled form is available at the end of these instructions. Residents are advised to view the sample filled form after reading these instructions.
Incomplete or inappropriately-filled application form will not be accepted. Please follow the instructions given below while filling the form.

- Certificate has to be printed on Plain paper.
- Use CAPITAL LETTERS only, as shown in the image below –

| r | a | m | e | s | h | | R | A | M | E | S | H |

| Incorrect   Correct

- Use standard fonts and avoid stylized writing.
- Use black or blue ball point pen only. Do NOT fill the application form with ink-pen or pencil.
- Put a tick marks (☑), in the boxes where you have to select options as your answer and leave the other option(s) blank.
- Write clearly within the boxes without touching the boundaries. Try and write in the centre of the box, as shown in the imagebelow–

| M | E | H | T | A | | M | E | H | T | A |

| Incorrect   Correct

- Leave one box blank after each complete word, while filling up the boxes.

| R | A | M | E | S | H | G | U | P | T | A | | | | R | A | M | E | S | H | | G | U | P | T | A | | |

| Incorrect   Correct

- Do NOT write "NA" or "N/A" or "NOT APPLICABLE" in any boxes in the form to convey that the column is not relevant for your case. Leave that column blank.

B. FIELD-WISE GUIDELINES FOR FILLING UP "CERTIFICATE FOR AADHAAR ENROLMENT/ UPDATE"- Resident section

ensure all the fields are filled properly, as per below instructions.

S No	Filed Name	General Instructions
1	Date of Issue	• Specify the date in DD-MM-YYYY format. • Ensure Certificate is submitted within 3 months of date of issue. • Enrollment or Update Request will be rejected if Date of Issue is blank or Certificate has expired.
2	Resident Category	• Specify the resident is native Resident of India or belongs to Non Resident Indian (NRI) Category
3	Enrolment type	• Specify the current request is either for obtaining a Aadhaar card which is known as "New Enrolment" or for updating an existing Aadhaar details which is known as "Update Request".
4	Aadhaar Number	• Mention your Aadhaar Number. • In case of Enrolment, Kindly leave it blank. • In case of Update, it is mandatory to specify the Aadhaar number.
5	Full Name	• Mention the name of Resident. • Name shall be mentioned in the format as to be recorded in the Aadhaar.
6	C/o	• Mention the Care of (C/o) if required in the address field. • This field can be left blank as well.
7	House No/ Bldg./ Apt:	• Mention the House Number, Building Name or Apartment Name as per the address.
8	Street/Road/ Lane	• Mention Street Name, Road & Lane of the address.
9	Landmark	• Mention the Landmark near your address. • This field can be left blank as well, if not required.
10	Area/ Locality/ Sector	• Mention Area/ Locality/ Sector of your address.
11	Village/ Town/ City	• Mention Village/ Town/ City of your address.
12	Post Office	• Mention the nearest post office of your address. • This filed can be left blank.
13	District	• Mention the District of your address.
14	State	• Mention the State of your address.

15	Pin Code	• Mention the pincode of your address.
16	Date of Birth	• Mention the Date of Birth.
17	Signature	• Resident shall do the Signature in the box specified for signature. • Illiterate Resident can provide Thumb or Finger impression.
18	Resident Photo	• Resident shall paste latest color photograph of size 3.5 cm X 4.5 cm. • Ensure photo is pasted in the space provided. It shall not overlap in text boxes. • Photo needs to be cross sign by the certifier. • Photo needs to be cross stamped by the certifier.

C. FIELD-WISE GUIDELINES FOR FILLING UP "CERTIFICATE FOR AADHAAR ENROLMENT/ UPDATE"- Certifier section

Kindly ensure all the fields are filled properly by the Certifier, as per below instructions.

S No	Filed Name	General Instructions
1	Name of Certifier	• Mention the name of Certifier
2	Designation and office name	• Specify the designation and office name of the Certifier.
3	Office Address	• Specify the complete address of the certifier, along with Department name.
4	Contact Number	• Specify the contact details of the certifier.
5	Certifier Type	• Mention the certifier type by tick mark one of box from below categories: ○ Gazetted Officer - Group A ○ Village Panchayat Head or Mukhiya ○ Gazetted Officer - Group B ○ MP/ MLA/ MLC/ Municipal Councillor ○ Tehsildar ○ Head of Recognized Educational Institution ○ Superintendent/ Warden/ Matron/ Head of Institution of Recognized shelter homes/ Orphanages ○ EPFO Officer
6	Checklist for Certifier	• Verify the below checklist by tick mark the boxes: ○ No overwriting ○ Issue date is filled ○ Resident's signature ○ Certifier's details ○ Resident's Photo is cross signed and cross stamped (paper to photo or photo to paper) • Please ensure that complete form is duly filled, and all boxes of checklist all selected.
7	Sign & Stamp of the certifier	• Provide certifier sign and stamp in the space specified.

D. IMPORTANT INSTRUCTIONS

Below are few important steps that resident shall ensure before submitting the form:

- This document can only be used as Proof of Address (PoA). For the specified cases defined in the list of acceptable supporting documents, this certificate can also be considered as valid Proof of Identity (PoI).
- Certificate has to be printed on Plain paper.
- Form has to be submit with 3 months of date of issue.
- Kindly ensure No writing on the form.
- Date of issue has to be filled properly in DD-MM-YYYY format.
- Resident signature or thumb impression is must.
- Certifier details have to be properly filled in.
- Resident shall paste the latest colored photograph of 3.5cm X 4.5 cm with in the defined area.
- Certifier cross sign & cross stamp is must on the resident photograph.
- Certifier complete details must be filled in.

To be used as Proof of Identify (PoI) only in specific cases as mentioned in the list of applicable supporting documents.

--End of Instructions--

END OF PAGE