

F. No. HQ-13081/6/2024-AUTH-II HQ/C. 15832

Unique Identification Authority of India
(Authentication and Verification Division)

UIDAI Head Office, Bangla Sahib Road
Gole Market, New Delhi – 110 001

Dated: 18 March 2025

Circular 4 of 2025

Subject: Guidelines on requiring Aadhaar number in the interest of good governance, preventing leakage of public funds, promoting ease of living of residents and enabling better access to services by them for the purposes prescribed under sub-rule (1) of rule 3 of the Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Rules, 2020

Unique Identification Authority of India (UIDAI) *vide* the Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Rules, 2020 [“SWIK Rules”] allows Aadhaar Authentication by requesting entities for the following purposes, namely: -

- (a) usage of digital platforms to ensure good governance;
- (aa) promoting ease of living of residents and enabling better access to services for them;
- (b) prevention of dissipation of social welfare benefits; and
- (c) enablement of innovation and the spread of knowledge.

2. If any Department or entity belonging to the State Government is desirous of utilizing Aadhaar Authentication facility on voluntary basis for any of the above-mentioned purposes it may submit such proposal to the Ministry of Electronics and Information Technology [“MeitY”], Government of India, which in consultation with UIDAI and in the interest of State, may allow such a requesting entity to perform Aadhaar Authentication under section 4(4)(b)(ii) of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 [Aadhaar Act]. The requesting entity after the approval, gets its purpose notified in the Gazette of India for availing Aadhaar authentication facility.

3. UIDAI has been receipt of numerous gazette notifications wherein following key ingredients of the sub-clause (ii) of clause (b) of sub-section (4) of section 4 of the Aadhaar Act read with rule 3 of the SWIK Rules are missing:

- (a) Informed Consent;
- (b) Voluntary; and
- (c) Alternative and viable means of identification

4. Therefore, Ministry or the Department of the Government of India or the State Government desirous of utilising Aadhaar Authentication for a purpose specified in rule 3 of the SWIK Rules are required to issue a notification including following points: -


- (a) The notification shall mention that the Aadhaar Authentication under the SWIK Rules shall be on voluntary basis;
- (b) The notification shall mention that for Aadhaar Authentication under the SWIK Rules, informed consent of the Aadhaar number holder shall be obtained with respect to the manner in which the Aadhaar number shall be collected and stored and uses to which the information received during authentication may be put to;
- (c) The notification shall mention that the Aadhaar number holder shall be informed of alternate and viable means of identification or verification so that no subsidy, benefit or service shall be denied to the Aadhaar number holder on account of refusing to, or being unable to, undergo authentication.

5. Basis above, a sample template for a notification pursuant to section 4(4)(b)(ii) of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 may be used for the issuance of a notification pursuant to requirement of Aadhaar number under section 4(4)(b)(ii) of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016, is attached as Annexure-A.

6. *It is also requested that as and when any notification as aforesaid is issued, a copy of the published notification may be mailed to UIDAI at notification.auth-hq@uidai.net.in for information. Further, for any queries regarding the same, you are requested to mail to UIDAI at onboarding@uidai.net.in.*

7. A copy of this Circular is available on UIDAI's website <https://uidai.gov.in/en/ecosystem/authentication-devices-documents/authentication-document.html>.

8. This issues with the approval of competent authority.


(Sanjeev Yadav)

Director

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To:

- 1. Secretaries in charge of Ministries and Departments in Government of India (as per list attached)
- 2. Chairperson and Chief Executive Officer, Railway Board
- 3. Chief Secretaries of State Governments (as per list attached)

4. Chief Secretary, Government of Jammu and Kashmir / National Capital Territory of Delhi / Puducherry / Andaman and Nicobar Islands Administration
5. Advisor to Administrator, Chandigarh Administration
6. Advisor to Lieutenant Governor, Ladakh Administration
7. Administrator, Dadra and Nagar Haveli and Daman and Diu Administration / Lakshadweep Administration

Copy, for information, to:

1. Advisor to Prime Minister, Prime Minister's Office
2. Chief Executive Officer, NITI Aayog
3. Secretary (Coordination), Cabinet Secretariat
4. All Deputy Directors General, UIDAI
5. All Authentication User Agency and e-KYC User Agency

Sample template for a notification pursuant to Rule 5 of The Aadhaar authentication for good Governance (Social Welfare, Innovation, knowledge) Rules, 2020 read with section 4(4)(b)(ii) of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

[TO BE PUBLISHED IN _____¹]

Government of _____²
_____³

Notification

_____⁴, the _____⁵, 20__⁶

S.O.____(E).—Whereas the use of Aadhaar number to establish identity enables individuals to receive subsidies, benefits and services in a convenient and seamless manner, obviates the need for multiplicity of documents to establish identity, simplifies processes and promotes transparency and efficiency:

And whereas the Ministry of Electronics and Information Technology, Government of India, after consultation with the Unique Identification Authority of India (UIDAI), had allowed *vide* its letter no. _____, dated _____ to the _____⁷ (hereinafter referred to as the said Ministry or the said department or the said Agency), Government of _____⁸ (hereinafter referred to as the said Government) for the purposes prescribed under sub-rule (1) of rule 3 of the Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Rules, 2020 (hereinafter referred to as the said rules) that the said Government/Ministry/Department/Agency may be allowed to perform authentication and be permitted the use of Aadhaar number during authentication for establishing identity of Aadhaar number holder and notify the same under rule 5 of the said rules read with sub-clause (ii) of clause (b) of sub-section (4) of section 4 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 (hereinafter referred to as the Act):

And whereas, the Aadhaar authentication shall be performed for _____ (hereinafter referred to as the said purpose) as prescribed under sub-rule (1) of rule 3 of the said rules and the performance of Aadhaar authentication for the said purpose shall be on voluntary basis and that the said Ministry/Department/Agency shall perform the Aadhaar authentication only for _____[hereinafter referred to as the use case(s)].

¹ <THE GAZETTE OF INDIA, EXTRAORDINARY, PART II, SECTION 3, SUB-SECTION (i)> OR, in respect of a State, appropriate reference to the Official Gazette of the State concerned

² <India> OR name of State

³ Name of Ministry or Department or both

⁴ Name of city

⁵ Date and month

⁶ Year

⁷ Name of Ministry or Department or Agency

⁸ <India> OR name of State

Now, therefore, in pursuance of rule 5 of the said rules read with sub-clause (ii) of clause (b) of sub-section (4) of section 4 of the Act, the said Ministry/Department/Agency hereby notifies the following, namely: —

1. (1) The Ministry/Department/Agency, as provided in the Act, shall obtain the consent of the Aadhaar number holder for the purpose of authentication herein.
(2) As per sub-rule (2) of rule 3 of the said rules, Aadhaar authentication is on voluntary basis the Ministry/Department/Agency shall inform to the Aadhaar number holder of alternate and viable means of identification and shall not deny any service to the Aadhaar number holder for refusing to, or being unable to, undergo Aadhaar authentication, namely: —
 - (a)
 - (b)
 - (c)
 - (d)
2. This notification shall come into effect from the date of its publication in the official Gazette.

[F. no. _____]
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⁹ Name of officer

¹⁰ Designation of officer