

**F. No. HQ-16033/1/2020-EU-I-HQ-Part(2) (E-8026)**  
 Government of India  
 Ministry of Electronics & Information Technology (MeitY)  
 Unique Identification Authority of India (UIDAI)  
 (Enrolment & Update-I)

7<sup>th</sup> Floor, UIDAI  
 Headquarters,  
 Bangla Sahib Road, Behind Kali Mandir,  
 Gole Market, New Delhi-110001  
 Dated: **18 October, 2022**

**OFFICE MEMORANDUM**

**Sub: Assistance to Registrars for Aadhaar Generation & Mandatory Biometric Updates (5/15 years) and maximum fees to be collected from the residents for the services (update and other services) provided by Registrars/ other Service Providers.**

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In continuation to the provision created in myAadhaar portal as well as ECMP Client for updating documents in Aadhaar database and in pursuance of the decision taken by Authority in its 31<sup>st</sup> meeting for rationalizing the assistance to Registrars towards successful generation of Bal Aadhaar through ECMP Client and CEL Client, the consolidated list of items for assistance to Registrars & maximum fees to be collected from residents for various Aadhaar Services (Enrolment, Update & other Services) is conveyed as under:

S. No	Services	Assistance paid to Registrars (in Rs.) [Following in-house model]	Fee collected from resident by service provider (in Rs.)
1	Aadhaar Generation of residents in 0-5 age group (ECMP or CEL Client enrolment)	50*	Free of cost
2	Aadhaar Generation of residents having more than 5 years age	100	Free of cost
3	Mandatory Biometric Updates	100	Free of cost
4	Other Biometric Updates (with or without Demographic updates )	-	100
5	Demographic update (update of one or more fields/ online mode or through Aadhaar centre using ECMP/CELC)	-	50

6	PoA/ PoI Document Update at Aadhaar Enrolment Centres	-	50
7	Aadhaar Search using eKYC/ Find Aadhaar/ any other tool and colour print out on A4 Sheet	-	30
8	PoA/ PoI Document Update through SSUP (myAadhaar) Portal	-	25

\* the assistance to Registrars under this category shall be applicable from 01.11.2022.

2. All the rates mentioned above are inclusive of GST.
3. Rate of assistance mentioned above shall be applicable only for Registrars following in-house model as under:-
  - i. Kit owned by the Registrar and
  - ii. Operator/supervisor own employee or employees hired on salary basis by the Registrar EA.
4. Instructions have already been issued vide OM No. 16024/4/2022-EU-I-HQ-Part(1) dated 14.10.2022 to shift the Registrars/EAs working under outsourced/VLE model to in-house model in a time bound manner. However, during the intervening period, such Registrars shall be eligible for assistance as per Table 2 of Circular dated 09.05.2020.
5. OM No. 4(4)/57/372/2016/E&U-I dated 09.05.2020 and OM No. A11016/75/2014-E&U-Vol III dated 12.10.2020 issued in this regard stands revised /subsumed as above.
6. This issues with the approval of Competent Authority.

**Signed by Prabhakaran**

**C.r.**

**Date: 18-10-2022 17:50:28**

**(Prabhakaran C R)**  
**Reason: Approved**  
**Dy. Director (E&U-I)**

To,

1. All Registrars through notification.
2. Regional Offices of UIDAI.
3. Tech. Centre of UIDAI.
4. File.

F. No. 4(4)/57/372/2016/E&U-I  
Government of India  
Ministry of Electronics & IT (MeitY)  
Unique Identification Authority of India (UIDAI)  
(Enrolment & Update-I)

7th Floor, UIDAI Headquarters,  
Bangla Sahib Road, Behind Kali Mandir  
Gole Market, New Delhi-01  
Dated: 09<sup>th</sup> May, 2020

**Office Memorandum**

**Sub:** Revision in assistance of Registrars for Aadhaar generation and mandatory biometric update on attaining the age of 5/15 years and modification in the criteria for applicability of revised rate of Registrars.

The assistance paid to Registrars for Aadhaar generation and successful mandatory biometric update on attaining the age of 5/15 years and maximum fee that can be charged from residents by registrar for Aadhaar services are revised as given below in Table-1.

**1.1 Table-1**

S. No.	Services	Rate of assistance (incl. GST)	Fee to be collected from Residents by Registrar/EA (incl. GST)
1	Aadhaar Generation (Successful)	Rs. 100.00	Free of Cost
2	Successful Mandatory Biometric Update (MBU)/MBU along with demographic update	Rs. 100.00	Free of Cost
3	Full Biometric with or without Demographic update	-	Rs. 100.00
4	Only Demographic update	-	Rs. 50.00
5	e-Aadhaar download and colour print on A4 sheet	-	Rs. 30.00

- 1.2 The revised rate of assistance at Sr. 1&2 of Table-I shall be payable to registrar complying to following requirements.
- The machine is owned by the Registrar/EA.
  - Verifier: Own employee of the Registrar/EA.
  - Operator/Supervisor: Employee/contract employee on roll of the Registrar/EA or hired from a manpower hiring agency on salary basis.

2. In case of Registrar following the Village Level Entrepreneur (VLE) model, wherein VLE brings his own kit and works under Registrar/EA, the Registrar shall be given rate of assistance as given in Table-2.

## 2.1 Table-2

S. No.	Services	Rate of assistance (incl. GST)
1	Aadhaar Generation (successful)	Rs. 50.00
2	Successful Mandatory Biometric Update(MBU).MBU along with demographic update	Rs. 50.00

2.2 Other charges mentioned at Sr. 3, 4 and 5 of Table-1 shall be applicable to these Registrars also.

3. The effective date for above rate of assistance to Registrars shall be 01/04/2020 and the effective date for fee to be collected from residents as above shall be from the date of issue of this OM, superseding earlier OMs/Circulars on the matter.

4. This issues with the approval of Authority.

  
(Prabhakaran C. R.)  
Deputy Director (E&U-I)

1. All Registrars
2. Regional Offices of UIDAI
3. Technology Center, Bengaluru
4. Authentication Division
5. Guard File