

F. No. HQ- HQ-13014/1/2024-AUTH-I HQ/C-14670

**Unique Identification Authority of India**  
(Authentication and Verification Division)

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

Dated 5<sup>th</sup> May 2025

To,

All Authentication user agency (AUA)/e-KYC user agency (KUA)

**Subject:** Annual declaration to be submitted by AUA/KUA for a financial year

Sir/Madam,

Reference is invited to Circular 02 of 2025 dated 7 February 2025, wherein the revised application and undertaking for the appointment of Sub-AUAs/Sub-KUAs were issued by UIDAI.

2. Attention is specifically drawn to Paragraph 4 of Annexure-II of the aforementioned circular, which mandates that AUAs/KUAs must ensure their Sub-AUAs/Sub-KUAs undergo an annual Information System (IS) audit conducted by a CERT-In empaneled auditor. This audit is to verify compliance with UIDAI's standards and specifications, and the report must be submitted to UIDAI upon request.

3. It has been repeatedly emphasized through email communication that all entities must submit an undertaking confirming that all Sub-AUAs/Sub-KUAs mapped to the respective AUA/KUA have been audited annually by a CERT-In empaneled auditor and no non-compliances exist for any Sub-AUA/Sub-KUA in audited financial year.

4. Considering the above, UIDAI hereby issues the enclosed standard undertaking format to be duly completed and submitted by all AUAs/KUAs annually on or before closing of audited financial year. For financial year 2024-25, addressed AUA's are requested to submit the required undertaking in the given format by 30th June 2025.

5. This issued with the approval of Competent Authority.

Yours faithfully,

(Pratik Choudhary)

Deputy Director

Tel: 011- 23478608

Email: [ddl.auth-hq@uidai.net.in](mailto:ddl.auth-hq@uidai.net.in)

**Undertaking format for AUA/KUA**

(To be printed on letter head of AUA / KUA)

**Declaration Regarding IS Audit of Sub-AUA/Sub-KUA for Financial Year \_\_\_\_\_**

It is hereby declared that the following Sub AUA / Sub KUA mapped under our organization as AUA/KUA have undergone Annual Information Security audit for the financial year <F.Y.> by a CERT In empaneled audit agency. The audit report has confirmed that there are no open non-compliances for the listed entities:

S.No.	Sub AUA/Sub KUA Name
1	
2	
3	

This declaration is issued in good faith based on audit findings.

Authorized Signatory details (of AUA/KUA):

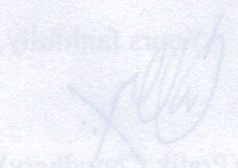
Signature:

Name:

Designation:

Organization:

Date:



(Print Name)

Deputy Director

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