

Department of Information Technology
Chandigarh Administration
Notification

No. IT/189/UID/2012/34-A
Dated 28th June, 2012

The Unique Identification Authority Of India (UIDAI) has been entrusted with the responsibility of issuing UID numbers (Aadhaar numbers) to all residents in India to define usage and applicability of the Aadhaar number for delivery of various services. The basic objective of UID/Aadhaar Number is to improve delivery of Government Services to the citizens through Aadhaar based service delivery mechanism.

Therefore, the Chandigarh Administration has decided to use the UID / Aadhaar numbers valid for Proof of Identity (POI) and Proof of Address (POA) for various resident centric schemes of the Chandigarh Administration. Hence, among other documents admissible as Proof of Identity and Proof of Address, the Aadhaar Number may also be accepted as POI and POA, subject to the guidelines.

1. Introduction

- 1.1 One of the main benefits of the issuance of Aadhaar numbers is to enable the residents to use it as a reliable and easy-to-use *Proof of Identity* and *Proof of Address*.
- 1.2 In order to achieve the objective of Aadhaar as a valid POI/POA in a reasonable and consistent manner across the Union Territory of Chandigarh, following guidelines are issued herewith for use by all the departments, boards, corporations and agencies under the aegis of Chandigarh Administration.

2. Definitions

In these guidelines, unless the content otherwise requires:

1. 'Individual Identity', 'Identity' and 'ID' means the condition of being oneself and not another; condition or character as to who a person is; the state or fact of being the same one as described. [Adapted from: <http://dictionary.reference.com/browser/identity>]
2. 'Identity Data' and 'ID Data' means a limited representation of a specific person's identity in the form of a set of attributes either stored on computer-based information systems or otherwise recorded on any media (including electronic media, such as Smart Cards). This could

- include biometric data, as well as personal information such as Name, Data of Birth, Place of Birth, Father's Name, Place of residence and so on.
3. 'Identity Verification' and 'Authentication' means the process of using a person's Identity Data to adequately identify a person e.g.
 - a. Comparison of a person's facial characteristics with photograph on an ID Card.
 - b. Asking to demonstrate sufficient knowledge of the Identity Data (such as the name, address and date of birth) when verifying over the phone.
 - c. Scanning a person's finger print (biometric data) and comparing with the Identity Data available on a database or a Smart Card.
 4. 'Biometric data' means data such as fingerprints, IRIS images, retina images, voice prints and facial photographs, often used to identify a person.
 5. 'Address' refers to the current residential address of a person and in the context of Aadhaar number based verification, this does not mean Permanent Address or a Place of Domicile or Nativity.

3. Guidelines

These guidelines apply to Chandigarh Administration's all Departments, Boards, Corporations and Agencies, in the context of any citizen service delivery or citizen interaction and describe the manner or the method by which Aadhaar number can be used to verify any resident's identity and address.

- 3.1 Upon successful verification of identity based on Aadhaar number, an individual is deemed to have provided sufficient proof of identity and no further documentary evidence such as a PAN Card, Ration Card, Voter ID Card, etc. will be required.
- 3.2 Upon successful verification of address based on Aadhaar number, an individual is deemed to have provided sufficient proof of current residential address and no further documentary evidence such as a Ration Card, Electricity Bill, Telephone Bill etc. will be required.
- 3.3 Even in situations where current requirement provide for separate documents for Proof of Identity and Proof of Address, the Aadhaar number based verification will satisfy both requirements at the same time.
- 3.4 A service may not be denied to any individual in the absence of an Aadhaar number as the Aadhaar number is not mandatory. The Aadhaar number as 'POI' or 'POA' is an additional source of proof besides other accepted proof of identity and proof of address.

- 3.5 Sharing the Aadhaar number is only the first step in the identity and address verification for the provision of service. The process of verification is not complete until the computer-based online verification is done. However, if in online verification as a result of failure of system is unavailable, other alternative proofs of identity and address will have to be relied upon.
- 3.6 The Aadhaar number may not be refused in any circumstances - unless suitable facilities (such as computer-based online verification facility) are unavailable.
- 3.7 By using Aadhaar number through suitable computer equipment and software, a person's biometric data may be captured and automatically verified against the UIDAI's Central ID Repository (CIDR). This process is considered as the most reliable form of identity verification and should be treated as adequate for all purposes.
- 3.8 A person may have changed the place of residence without notifying the UIDAI (in the CIDR). In such a situation, service should not be denied merely on the basis of documents showing present address. Hence, an updated/present valid Proof of Address like and updated Voter's Identity Card etc. may be accepted as POA. So far as Proof of Identity is concerned, Aadhaar (with the help of Biometric Data) would enable authentication as a valid POI.

Sd/-

Adviser to the Administrator,
Chandigarh Administration

Endst. No. IT/189/UID/2012/34-B

Dated 28th June, 2012

A copy of the above is forwarded to the following for information and necessary action:

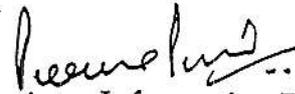
1. All the Administrative Secretaries of Chandigarh Administration.
2. All Heads of Departments, Boards, Corporations, Public Undertakings and Agencies.
3. DDG, UIDAI, Regional Office, SCO 139-141, Sector 17-C, Chandigarh.
4. DG, UIDAI, New Delhi


Secretary, Information Technology,
Chandigarh Administration

Endst. No. IT/189/UID/2012/ 34-C

Dated 28th June, 2012

A copy is forwarded to the Controller, Printing & Stationery, U.T. Chandigarh with the request to publish the above notification in the next issue of the Gazette of Union Territory of Chandigarh and send 50 copies thereof to this department for record.



Secretary, Information Technology,
Chandigarh Administration.

Endst. No. IT/189/UID/2012/ 34-D

Dated 28th June, 2012

A copy is forwarded to the Director Public Relations, Union Territory, Chandigarh with the request to give wide publicity.



Secretary, Information Technology,
Chandigarh Administration.