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31/5/2023

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ਦਫਤਰ ਡਾਇਰੈਕਟਰ ਜਨਰਲ ਸਕੂਲ ਸਿੱਖਿਆ, ਪੰਜਾਬ।  
ਪੰਜਾਬ ਸਕੂਲ ਸਿੱਖਿਆ ਬੋਰਡ ਕੰਪਲੈਕਸ, ਈ-ਬਲਾਕ, ਪੰਜਵੀਂ ਮੰਜਿਲ, ਫੇਜ਼-8, ਐਸ.ਏ.ਐਸ.ਨਗਰ।  
(ਵਜੀਫਾ ਸ਼ਾਖਾ)

ਵੱਲ

ਸਮੂਹ ਜਿਲ੍ਹਾ ਸਿੱਖਿਆ ਅਫਸਰ (ਸੈ.ਸਿ./ਐ.ਸਿ.) (ਈਮੇਲ ਰਾਹੀਂ)

ਪੰਜਾਬ ਰਾਜ।

ਮੀਮੇ ਨੰ. E-51123/2023/11779

ਮਿਤੀ:- 03-05-2023

**Sub: Assistance to Registrars for Aadhaar Generation & Mandatory Biometric Update (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.**

**ਹਵਾਲਾ:-** Government of India /Ministry of Electronics & IT (MeitY) (Unique Identification Authority of India (HQ.) (Enrolment & Update-I) ਦੇ ਪੱਤਰ ਨੰ.HQ-16033/1/2020-EU-I-HQ-Part (2) 20-04-2023 ਸਬੰਧੀ।

ਉਕਤ ਵਿਸ਼ੇ ਤੇ ਹਵਾਲਾ ਅਧੀਨ ਪੱਤਰ ਰਾਹੀਂ Government of India /Ministry of Electronics & IT (MeitY) (Unique Identification Authority of India (HQ.) (Enrolment & Update-I) ਵੱਲੋਂ ਪ੍ਰਾਪਤ Rate of assistance to Registrars and fees applicable to residents ਦੀ ਕਾਪੀ ਆਪ ਨੂੰ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿਤ ਭੇਜੀ ਜਾਂਦੀ ਹੈ।

ਸੁਪਰਡੈਂਟ ਵਜੀਫਾ

ਪਿੱਠ ਅੰਕਣ ਨੰ. ਉਕਤ

ਮਿਤੀ:- ਉਕਤ

ਉਕਤ ਦਾ ਉਤਾਰਾ Regional Officers of UIDAI ਨੂੰ ਸੂਚਨਾ ਹਿਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

ਜੀ  
ਸੁਪਰਡੈਂਟ ਵਜੀਫਾ

**F. No. HQ-16033/1/2020-EU-I-HQ-Part(2)**  
 भारत सरकार / Government of India  
 इलेक्ट्रॉनिक्स और आईटी मंत्रालय/Ministry of Electronics & IT (MeitY)  
 भारतीय विशिष्ट पहचान प्राधिकरण) यू.आई.डी.ए.आई.  
**Unique Identification Authority of India (HQ.)**  
 (नामांकन & अद्यतन - I)/ (Enrolment & Update-I)

मुख्यालय, भारतीय विशिष्ट पहचान प्राधिकरण/  
 Headquarters, Unique Identification Authority of India  
 7<sup>th</sup> Floor, Bangla Sahib Road,  
 Gole Market, Behind Kali Mata Mandir,  
 New Delhi - 110001.

Dated: 20th April, 2023

**OFFICE MEMORANDUM**

**Sub: Assistance to Registrars for Aadhaar Generation & Mandatory Biometric Update (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.**

**Ref: Gazette Notification No. HQ-16041/4/2021-EU-I-HQ-Part(I) (No. 2 of 2022) dated 03.03.2022.**

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In continuation to the revision in MBU Policy and introduction of provision for Home Enrolment Service, the rate of assistance to Registrars and fees applicable to residents issued vide OM No. HQ-16033/1/2020-EU-I-HQ-Part(2) (E-8026) dated 18.10.2022 stands revised as follows:

S. No.	Service	Rate of assistance paid to Registrar (in Rs.)	Fee collected from resident by Registrar/ 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 more than 5 years age	100	Free of cost
3	Mandatory Biometric Update (05 to <07 years and 15 to <17 years)	100	Free of cost
4	Mandatory Biometric Update (07 to 15 years & more than 17 years)	-	100
5	Other Biometric Update (with or	-	100

Without Demographic updates)		
6	Demographic update (update of one or more fields) in online mode or at Aadhaar Enrolment Centre using FCMP/IICL/CELC	50
7	PoA/ Pol Document Update at Aadhaar Enrolment Centre	50
8	PoA/ Pol Document Update through SSUP (myAadhaar) Portal	25 **
9	Aadhaar Search using eKYC/ Find Aadhaar/ any other tool and colour print out on A4 Sheet	30
10	Home Enrolment Service as per OM No. HQ-16024/4/2020-EU-I-HQ-Part (1) dated 05.04.2023.	*700
11	Cost of PIN based Address validation Letter ( AVL)	50

\*\* Free from 15<sup>th</sup> March till 14<sup>th</sup> June 2023

\* The service charges for Home Enrolment Service will be charged in addition to the normal fee applicable for demographic /biometric update in Aadhaar.

\* If the service is availed by more than one resident at the same address (as per Aadhaar), Rs 700/- service charge (including GST) will be charged for first resident and @ Rs 350/- (including GST) for each additional resident.

2. All the rates mentioned above are inclusive of GST and Registrars are requested to submit the Tax Invoice against the Assistance to be provided by UIDAI for processing the payment.

3. For Registrars not functioning under in-house model as per OM No. 16024/4/2022-EU-I-HQ-Part(1) dated 30.01.2023, the applicable rate for assistance shall be as per Table 2 of Circular dated 09.05.2020.

4. This issues with the approval of Competent Authority and shall be applicable with immediate effect.

Signed by Prabhakaran  
C.r.

Date: 20-04-2023 15:09:15

(प्रभाकरन सी.आर./Prabhakaran C.R.)  
उप निदेशक (ई एंड यू-1)/Deputy Director (E&U-I)

To,

1. All Registrars/EAs through notification.
2. Regional Offices of UIDAI.

ਦਫਤਰ ਵਿਖਾ ਸਿੱਖਿਆ ਅਫਸਰ (ਸੇ. ਸਿ), ਚਰਿਤਾ

ਪਿੰਡ ਅੰਕ ਨੰ: ਜੀ-5/1(1)/2023/1166 ਮਿਤੀ: 04-05-2023

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਸਮੁੱਚੇ ਸਮੂਹ ਸੰਪੰਨਾ ਤੋਂ ਤੇਰੇ ਕੇ ਸਿੱਖਿਆ ਜਾਰੀ  
ਤੇ ਜਿ ਉਕਤ ਯੱਤਰ ਦੀ ਸਿੱਖ - ਪੈਦਾ ਪਾਸ਼ਠ ਵੀ/3/ ਜਾਵੇ।

*(Signature)*  
ਜੀ/3/23  
ਸਿੱਖਿਆ ਅਫਸਰ (ਸੇ. ਸਿ)  
ਚਰਿਤਾ  
04/5/23