

**No. 4(4)/57/227/2014/E&U-Pt.
Government of India
Ministry of Electronics & IT
Unique Identification Authority of India
(Enrolment & Update Division)**

2nd Floor, Tower-I, Jeevan Bharati Building,
Connaught Place, New Delhi
Date: 04/08/2017

OFFICE MEMORANDUM

Sub: - Onboarding of enrolment agencies and their Staff (Operators/ supervisor).

Ref: - This Division's 1) D.O. No. 4(4)/57/146/2016/E&U/Vol.VI/Pt. dated 28/06/2017.

2) OM No. 4(4)/57/227/2014/E&U-Pt. 06/06/2017.

3) OM No. 4(4)/57/319/2016/E&U dated 04/07/2017 regarding Resumption of fresh on-boarding of EA and enrolment staff.

Please refer to this office memorandums referred above regarding on boarding of enrolment agencies and enrolment staff (operator, supervisor etc.) wherein it was decided to shift the enrolment operations to government premises to further enhance the security of enrolment client. Various State/UT governments, non-state registrars and enrolment agencies have been seeking clarifications on the matter. Accordingly following is clarified:

Enrolment centre in Government premises:-

- a) On boarding of new enrolment agencies or new enrolment operator/supervisor of existing/new enrolment agency is allowed for opening enrolment centre in government Premises.
- b) Existing enrolment agencies and their operators/supervisors working under non-state registrars are required to shift their enrolment centre to Government premises in co-ordination with State/UT government by 30.09.2017.
- c) The verifiers shall be deployed in each enrolment center as per UIDAI policy.

2. Some of the States/UTs have requested to continue the enrolment centeris citizen centers where state is already offering other citizen services of the State. Some of the States have declared such centers as government

