

भारत सरकार
Government of India
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय
Ministry of Electronics & Information Technology
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Electronics Niketan, 6, C G O Complex, New Delhi-110003
Website: www.meity.gov.in

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दिनांक 18.08.2020
Date.....

CIRCULAR


Subject: Application Form along with Guidelines for submission of proposals for use of Aadhaar authentication under the Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Rules, 2020-regarding

Ministry of Electronics and Information Technology (MeitY) has notified *the Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Rules, 2020* in the Gazette of India on 05.08.2020 (copy enclosed).

2. As per Rule 4 of aforesaid notification, *the Ministry or the Department of the Government of India or the State Government, as the case may be, desirous of utilising Aadhaar authentication for a purpose specified in rule 3 shall prepare a proposal with justification in regard to such purpose for which Aadhaar authentication is sought and submit the same to the Central Government for making a reference to the Authority.*

3. In this regard, an Application Form (**Annexure-I**) along with Guidelines (**Annexure-II**), for submission of proposals for use of Aadhaar authentication under above rules, is enclosed herewith for reference.

This has the approval of competent authority.



(Archana Dureja)

Scientist 'G'/Sr. Director

Tel. no. 24362528

To

1. Secretaries of all Ministries/ Departments of Govt. of India
2. Chief Secretaries of all States/ UTs



**APPLICATION TO MEITY FOR ALLOWING USE OF AADHAAR
AUTHENTICATION**

**{under Rule 4 of the Aadhaar Authentication for Good Governance (Social Welfare,
Innovation, Knowledge) Rules, 2020}**

To,

The Secretary,
The Ministry of Electronics and IT,
Government of India,
Electronics Niketan,
6, CGO Complex,
Lodhi Road, New Delhi – 110 003.

Sir/Madam,

The (Name of Ministry/Department of Central or State government) would like to use Aadhaar authentication services for(use-case) as per the provisions of Section 4(4)(b)(ii) of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016. This application is being made under Rule 4 of the Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Rules, 2020 for approval of the purpose of use of Aadhaar to the Central Government.

The details of the use-case, applicable purpose, justification and proposed Authentication User Agency/KYC User Agency are provided in the prescribed format at Annexure I. Any other information/ document will be provided immediately to the Ministry or UIDAI, as and when required.

(Signed by)
Secretary of the Ministry/Head of Department

AADHAAR AUTHENTICATION PROPOSAL FORM

Concerned Ministry/Department Details:

Name of Ministry/Department				
Contact Details				
Name	Designation	E-mail	Mobile No.	Office No. with STD Code
Correspondence Address				

Applicant Entity Details

1. Name of the Entity: *	2. CIN/TAN/GSTIN No.: *	
3. Registered Address: *	4. Correspondence Address: *	
Management PoC Details:		
5. Name*	6. Designation*	7. E-Mail*
8. Mobile No.*	9. Office No. with STD Code*	
9. Brief Description of the Initiative/Scheme*		
a) What is initiative/scheme*	(max words 100)	
b) Benefit from implementation of initiative/scheme*	(max words 100)	
c) Eco-system and the processes involved in achievement of the benefit*	(max words 100)	
d) Who are users/beneficiaries*	(max words 100)	
e) Necessity and justification in the interest of state*	(max words 100)	
Provide rationale on how this initiative serves interest of state.		

Authentication Requirements*

10. Proposed Aadhar Authentication Service Use Case*	(max words 100)
To verify the identity of [users/beneficiaries] for the purpose of [.....]	
11. Aadhaar Authentication service use case will meet the following purposes(s) (Ref: Rule 3 of the Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Rules, 2020) *	
<input type="checkbox"/> Usage of digital platforms to ensure good governance <input type="checkbox"/> Prevention of dissipation of social welfare benefits and	

<input type="checkbox"/> Enablement of innovation of spread of knowledge <input type="checkbox"/> Promoting ease of living of residents and enabling better access of services for them		
12. Justification for the Use-case to be considered for the above purpose (please select whichever is applicable) *		
Justification	Explanation	Attachment
<input type="checkbox"/> To prevent impersonation	Explanation may be given	
<input type="checkbox"/> To prevent fraudulent activity	Explanation may be given	
<input type="checkbox"/> Efficient and timely verification	Explanation may be given	
<input type="checkbox"/> Data accuracy and integrity	Explanation may be given	
<input type="checkbox"/> Quick & Hassel free services to residents	Explanation may be given	
<input type="checkbox"/> To establish authenticity and genuineness of the applicants/users	Explanation may be given	
<input type="checkbox"/> Court order/Government policy	Explanation required	
<input type="checkbox"/> Others	Explanation required	

13. Name of the proposed Authentication User Agency (AUA)e-KYC User Agency (KUA) for the use of Aadhaar Authentication facilities*

(Please select proposed AUA/KUA from the list (<https://uidai.gov.in/en/ecosystem/authentication-devices-documents/authentication-document.html>) or select “other” incase if Department itself wants to become AUA/KUA)

14. Aadhaar authentication facilities proposed to be used (Please select one) *

- Yes/No Authentication only
 Yes/No and e-KYC

15. Mode of Authentication*

- Biometric-Based authentication and OTP
 Biometric-Based authentication and Demographic Authentication
 Biometric-Base authentication, OTP and Demographic Authentication

Other Details*

16. Provision for alternate and viable means of identification (Multiple options may be selected) *

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17. Aadhaar Authentication Application Flow Diagram including deployment strategy of Application such as On-Premise/Cloud and deployment of HSM & ADV*

Please attach.

18. Service Delivery Process using Aadhaar authentication and e-KYC (in the form of flow chart and including alternate means of identification) *

Please attach.

19. I hereby declare that-

- I am the authorized signatory to submit the application on behalf of the entity.
- The information provided in this application is true and accurate to the best of our knowledge.
- I agree to comply with all applicable laws, rules, regulations, and guidelines issued by UIDAI and the Government of India.
- Aadhaar Authentication Application and related infrastructure will be on-premise or on Government Community Cloud Service Providers only.
- I understand that, if found in violation of applicable laws, rules, regulations, and guidelines, the applicant entity shall not be eligible to be appointed as requesting entity of UIDAI until:

(i) a period of 5 years has not elapsed from the date of imposition of disincentives/penalty on the applicant entity by UIDAI;

(ii) a period of 5 years has not elapsed from the date of expiry of any sentence resultant of conviction or disqualification of applicant entity or its management under any law for the time being in force; and/or

(iii) a period of 5 years has not elapsed since the date the applicant entity or its management is disqualified by or disassociated by the regulator concerned.

Signature of Authorised Signatory

Seal of Entity

Standard Operating Procedure for submission and
approval of proposals for processing on the
Aadhaar Good Governance Portal

(swik.meity.gov.in)

Standard Operating Procedure for submission and approval of proposals for processing on the **Aadhaar Good Governance Portal** (swik.meity.gov.in) as per the *Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Amendment Rules, 2025*

1. **Submission of the proposal of entity by the concerned Ministry/Department**

An organisation incorporated and registered in India seeking Aadhaar authentication must identify the specific use case(s) permitted under Rule 3 of the *Aadhaar Authentication for Good Governance (Social Welfare, Innovation, Knowledge) Amendment Rules, 2025*. The use case will need to be submitted to the concerned Ministry/Department¹ in the prescribed application format (**Annex**)² for its review and finalisation by the said Ministry/Department in accordance with the aforesaid rules.

The organisation must provide details including service use case, justification in regard to the Aadhaar based authentication being sought for the purpose specified in Rule 3 and in the interest of State, brief description of the initiative, its beneficiaries, ecosystem involved in achievement of the benefit, among others.

2. **Review of proposal by MeitY**

The concerned Ministry/Department shall submit the finalised proposal on the Aadhaar Good Governance Portal (swik.meity.gov.in) for review by MeitY.

MeitY shall review the application, note key observations, and if deemed appropriate, forward it to UIDAI for examination.

3. **Examination of proposal by UIDAI**

UIDAI shall examine the proposal application in accordance with the purposes mentioned in Rule 3 of the aforesaid rules and the provisions of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016. Upon its satisfaction, UIDAI shall inform MeitY (via the Aadhaar Good Governance Portal) that the entity may be allowed to perform Aadhaar authentication

4. **Authorization by MeitY**

Based on the recommendation received from UIDAI, MeitY shall authorise the concerned Ministry/Department to notify the purpose/use case in the official government Gazette, in the template prescribed by UIDAI

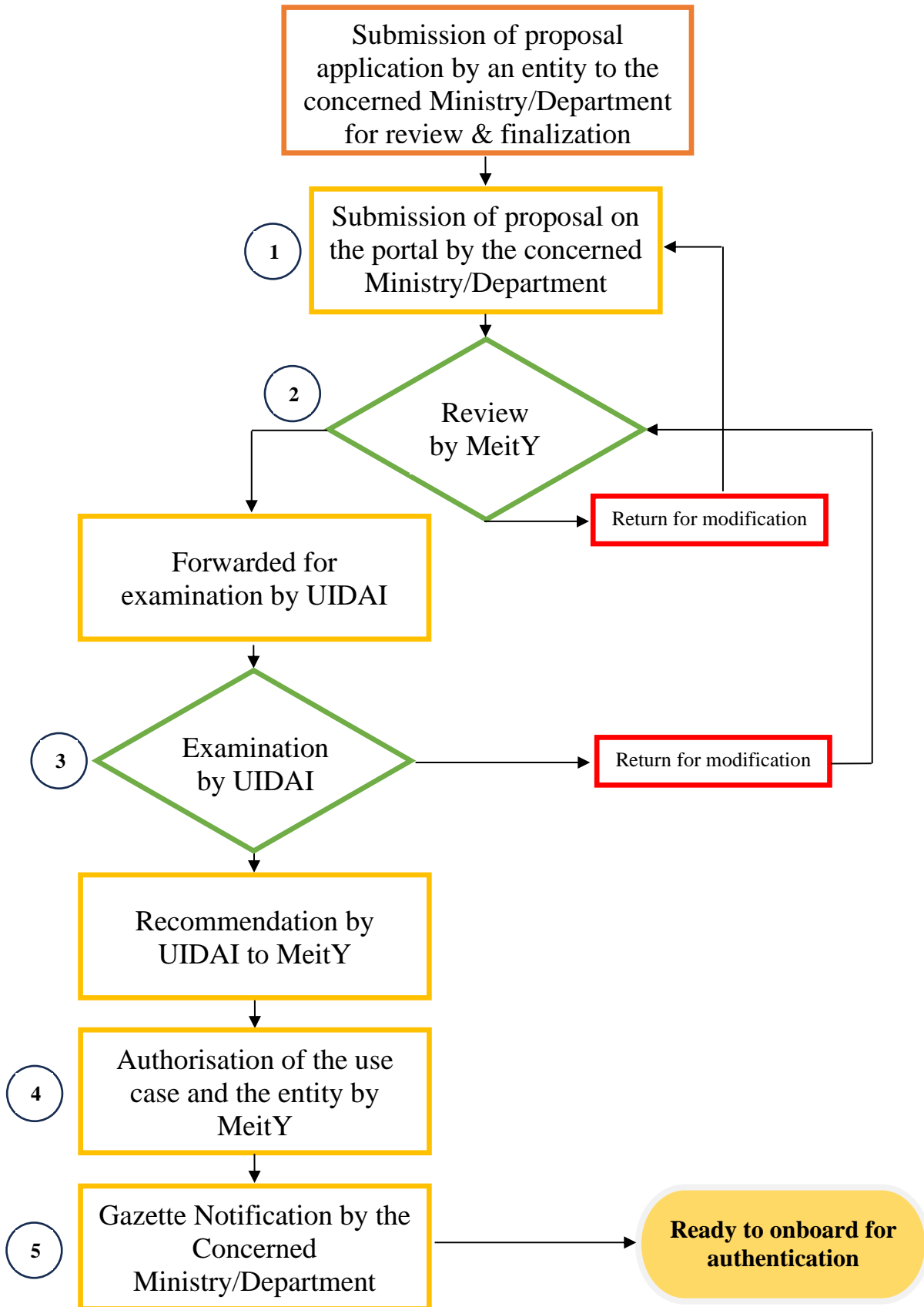
5. **Issuance of official notification by the concerned Ministry/Department**

Upon receipt of authorisation from MeitY, the concerned Ministry/Department shall issue a notification in the official Gazette.

¹ Such Ministry/Department of the appropriate government in which business related to that purpose is transacted under the rules of business made under article 77 or 166 of the constitution, as the case may be

² The application format is also available on the Aadhaar Good Governance Portal [swik.meity.gov.in]

Process Flow for submission & approval of proposals for Aadhaar authentication under the Aadhaar Authentication for Good Governance (SWIK) Amendment Rules, 2025



**Possible use cases under the Aadhaar Authentication for Good Governance
(Social Welfare, Innovation, Knowledge) Amendment Rules, 2025**

Sector	Associated Use Cases
Hospitality & Tourism	Aviation: Online booking of tickets by airline company and via travel booking services aggregator
	Aviation: Staff attendance in office and airport
	Rail & Bus: Ticketing via travel booking services aggregator
	Car rental: ekyc verification of subscribers by rental service provider
	ekyc verification of guests during reservation process at hotels, resorts, homestays, resorts and other places of visits by online booking services aggregators
Health Care	Staff attendance in hospitals, diagnosis centres and other institutes
	Registration of patients and health record access management
	Authentication during processing of mediclaim and issuance of discharge summary
	Customer onboarding on online pharmacy portal
	Customer onboarding and booking of appointment on consultation portals
E-commerce and Food Delivery Services	Authentication during assigning of delivery partner by service aggregator companies
	Customer onboarding
	Staff attendance
Radio Taxi and Cab Aggregator Services	Authentication during assigning of cab driver by cab service aggregator service providers
	Customer/Rider onboarding
	Staff attendance
Credit Rating Bureau/ Agencies	ekyc verification and obtaining of consent from subscribers
Stock Trading and Mutual Funds	ekyc verification and obtaining of consent from subscribers by sebi-registered brokers
Educational institutions	Registration of students for admission and scholarship
	Attendance of students and faculty
Professional Examination/Skill Assessment Agencies	Candidate registration during examination conducted by institutes.