

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI -110001

No. 23/Inst./2022-ERS

Dated: 04th July, 2022

To,

The Chief Electoral Officers
Of All States/UTs

Subject: Collection of Aadhaar data from the electors on voluntary basis for linking and authentication of electoral rolls data– operationalising Notifications of amendment in Act/Rules --regarding.

Reference: (i) Notification dated 30th December, 2021 by M/o Law and Justice,
(ii) Notification dated 17th June 2022 by M/o Law and Justice, and
(iii) Commission's letter No. 3/ER/2021/SDR/Vol. II dated 23rd June 2022.

Madam/Sir,

I am directed to refer to the Commission's letter No. 3/ER/2021/SDR/Vol. II dated 23rd June 2022 regarding amendments in Representation of the People Act, 1950, made vide notification dated 30th December 2021. These amendments include amendment made in Section 23 for furnishing of Aadhaar number by existing electors and citizens seeking registration in electoral roll. In pursuance of the above legal amendment, following modifications have been made in Registration of Electors Rules 1960: -

26B. Special provision for providing Aadhaar number by existing electors. — Every person whose name is listed in the roll may intimate his Aadhaar number to the registration officer in Form 6B in accordance with sub-section (5) of section 23 of the Act."

They shall come into force on the 1st day of August, 2022.

2. Following the above-mentioned amendments made in the said Act and Rules, the Electoral Registration Officers (EROs) are *inter alia* statutorily authorized to obtain Aadhaar number from every person whose name is in the electoral roll, in such form and manner, as prescribed. The notification dated 17th June 2022 specifies the 01.04.2023 as the date on or before which every person whose name is included in the electoral roll may intimate his Aadhaar number. In view of this, the Commission has decided to start a programme for collection of Aadhaar number of the existing electors in the time bound manner.

3. Objective of the programme –

Amendment in Section 23 has clearly mentioned that the purpose of collection of Aadhaar from existing electors is to establish the identity of electors and authentication of entries in electoral roll and to identify registration of name of the same person in more than one constituency or more than once in the same constituency. The objective of the programme is aligned with the legal provisions. *It is made clear that submission of Aadhaar number is voluntary on the part of electors.*

4. Methodology of Aadhaar Collection-

In accordance with Section 23 for submission of Aadhaar number by an existing elector, a new Form 6B has been devised in Rule 26(B). This form is available on the Commission's website. Form 6B will also be available online ERONET, GARUDA, NVSP, VHA etc for online filing of Aadhaar. DEO/EROs will ensure printing of adequate numbers of Form 6B to be used during campaign period for offline submissions through BLO, ERO or any officers authorised during the campaign.

4.1 For online submission, a facility shall be given on elector-facing portals/Apps like NVSP, VHA etc as applicable. There may be following two methods of online submission:

(i) With Self-authentication: Elector may fill Form 6B online on elector-facing portal/Apps and authenticate Aadhaar using OTP to be received on his mobile number registered with UIDAI. However, there are possibilities of failed authentication due to minor differences in demographic details.

(ii) Without Self-authentication: In case elector does not want to self-authenticate or self-authentication fails as above, the elector can submit Form 6B with necessary attachments online without authentication.

4.2 Offline Submission- The EROs shall deploy BLOs for House-to-House visit for collection of Aadhaar number *voluntarily* from electors in the hard copy of Form 6B. All off-line submission of Form 6B shall be digitised by BLOs using GARUDA or by ERO using ERONET, as the case may be, within 7 days of the receipt of the Forms.

4.3 Special Camps at cluster level can be arranged on the dates coinciding with special campaign dates during special summary revision, where the electors can be persuaded to give their Aadhaar number *voluntarily* in Form 6B in hard copy.

4.4 The EROs / AEROs will also collect the aforesaid details through Voter Facilitation Centres, e-Seva centres and Citizen Service Centres authorised by the DEOs during the campaign period.

5. Furnishing of Aadhaar number is purely voluntary-

5.1 The EROs will make it clear to the electors that the purpose of obtaining of Aadhaar number is for authentication of his entries in electoral roll and extending better electoral services to them in future.

5.2 In case, elector does not have the Aadhaar number and thereby is not able to furnish his/her Aadhaar Number, he/she will be asked to submit a copy of any of the eleven alternative documents, mentioned in Form 6B.

5.3 The ERO shall not delete any entry in the electoral roll on the ground of inability on the part of any existing elector to furnish/intimate Aadhaar number.

6. Security measures for collecting and handling Aadhaar number-

6.1 While collecting and handling Aadhaar number of electors, the provision under Section 37 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 must be adhered to. In no circumstances, it should go in public domain. If the elector's information is required to put for public display the Aadhaar details must be removed or masked.

6.2 As for preservation of Form- 6B in hard copy containing Aadhaar number, the provisions of Regulation 14(1)(mb) of Aadhaar (Authentication and Offline Verification) Regulations, 2022 (No. 2 of 2021) shall be strictly followed which says that Aadhaar numbers collected through physical forms or photocopies of Aadhaar letters shall be masked by the requested entity by redacting the first 8 digits of the Aadhaar number before storing the physical copies. *Such collected Form 6B along with attachment, after digitisation, shall be kept in safe custody with double lock by EROs.* Severe disciplinary action will be initiated against EROs for any leakages of physical Forms in public domain.

6.3 *Under no circumstances, 12-digit Aadhaar number digitised in ERONET through various input channels will be stored in ERONET. This number should be stored in Licensed Aadhaar Vault hired by ECI in accordance with relevant regulations of UIDAI.*

7. Program Activities-

7.1 For launching of the drive, the preparatory activities will be completed in the following manner: -

- (i) CEOs will issue similar circulars to DEOs by 05.07.2022 and hold a meeting/VC at their levels to brief the DEOs / EROs about the programme.
- (ii) CEOs shall also ensure to collect data on Aadhaar penetration constituency wise to make an assessment of broad target.
- (iii) On 01.08.2022 CEOs / DEOs / EROs will formally launch the said programme at the State, District and AC levels and apprise the political parties, media, NGOs and CSOs and seek their active co-operation.
- (iv) Print media advertisements may be issued and other SVEEP measures also to be taken for the information of general public. It shall be clearly communicated that submission of Aadhaar is voluntary.

7.2 Special Camps-

A state- wide Special Camps can be organized at the booth levels in all assembly constituencies in the states by EROs for the above-mentioned activities on the date, as proposed by CEOs in the month of September. Campaign shall be designed broadly at the State level by CEOs in local context and requirements. DEOs shall have freedom to design the district level campaign at micro level. Proper supervision and inspection system shall be embedded in the design. Underlying principle of the campaign is to convince all the electors for submission of Aadhaar number.

7.3 CEOs shall ensure that various events of the Program are completed within the period given in the following broad work plan: -

Sl. No.	Events	Period/ Timeline
1	Training	Training on concept, legal provisions and IT processes shall be completed in July 2022
2	Awareness building	Throughout the period from 01.08.2022 to 31.12.2022
3	Organization of camps at appropriate places	1st camp – 04.09.2022 (Sunday) and then subsequent camps on any Sunday of the month as fixed by the CEO
4	Home-to-Home contact	As designed by DEOs

The programme should be completed by fixing and achieving the tentative targets to contact 100% electors registered in the electoral data base for collecting Aadhaar numbers in Form 6B, by 31st March 2023. It is emphasised that submission of Aadhaar by electors is *voluntary*.

7.4 CEOs shall ensure that this Program activities are dovetailed and synchronised with schedule/ activities of Annual Summary Revisions ordered by the Commission to maximise synergy. Such synergy may also be ensured in SVEEP for both the activities.

8. Monitoring and Submission of Reports-

8.1 An online-monitoring format will be developed by the IT Division of the Commission to review the progress from Booth level to the State level and CEOs will furnish a consolidated report of their States to the Commission on a monthly basis. Monthly Report shall be submitted AC wise on 7th day of every month electronically, starting from 7th September 2022. A typical format is attached for reference.

8.2 Commission will depute teams to randomly review progress of the Program. CEOs at the State level and DEOs at District level will be primarily responsible for designing and executing the program activities under broad guidelines narrated here and in any subsequent directions.

9. IT Support:

Form 6B will be created in ERONET and associated applications well before 1st August 2022. Detailed Instructions and Business processes in ERONET is being sent by IT Division separately.

10. Training Support:

CEOs shall ensure rigorous training on various aspects of the Program, including IT processes in consultation with IIIDEM, as required. Training shall be imparted to all officers starting from BLOs.

11. Authentication and De-duplication:

Except for those electors who have done self-authentication using online route through NVSP/ VHA etc, Commission will issue guideline for authentication and de-duplication activities at later stage, if required. It is again reiterated that submission of Aadhaar by electors is

voluntary and their names cannot be struck off from the electoral database merely because of their inability to furnish Aadhaar.

12. If there is any constraint /problem in implementing the above-mentioned instructions, the concerned CEO should bring it to the notice of the Commission. Kindly ensure compliance of the above guidelines immediately.

Yours faithfully,



(AJAY KUMAR)
PRINCIPAL SECRETARY

