

No. NB. DFIBT. HO/ 6848-6930 /DFIBT-23/2018-19 27 June 2018

Circular No. 160 / DFIBT – 24 / 2018

The Chairman & Managing Director/Chairman/Managing Director/Chief  
Executive Officer  
All Scheduled Commercial Banks  
All Regional Rural Banks

Dear Sir,

Support for setting up Aadhaar Enrolment and Update Centers (AECs) in Banks

The UIDAI vide its notification dated 14 July 2017 has directed Scheduled Commercial Banks to provide Aadhaar Enrollment and Updation facilities to their customers in at least 10% of the branches. Consequent to this, centers were opened in bank branches. In order to support the initiative of Banks to open Aadhaar Enrollment and Update centre the scheme is being launched.

The details of the Scheme are as under;

**1. Scheme**

The scheme will be known as ‘Support for setting up Aadhaar Enrolment and Update Centers (AECs) by Banks’.

**2. Eligible Institutions**

All Banks which have set up AECs in their branches on or before 31 March 2018 are eligible for the grant support under the scheme.

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

National Bank for Agriculture and Rural Development

वित्तीय समावेशन और बैंकिंग प्रौद्योगिकी विभाग प्लॉट क्र सी-24, 'जी' ब्लॉक, बांद्रा-कुर्ला कॉम्प्लेक्स, बांद्रा (पूर्व), मुंबई - 400

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### 3. Extent of Support

i. The eligible Bank will be provided a onetime grant support as stated below towards cost of setting up the AECs.

Sr No.	Period of setting up of AEC	Grant assistance available per AEC under the Scheme
1	Till 30 November 2017	Rs. 1,00,000/-
2	01 December 2017 to 31 March 2018	Rs. 75,000/-

ii. Only one AEC per branch will be eligible for support and a total of 12,000 AEC (1000 opened before 30 November 2017 and remaining 11,000 opened before 31 March 2018) will be supported under the scheme on a “first come first serve basis” or till the allotted budget is exhausted.

### 4. Duration of Scheme

The scheme is open for AECs set up in Bank branches before 31 March 2018. The interested banks can submit their claims for sanction and release of eligible support in a single instalment as per the attached format (Annexure-I) before 31 March 2019.

### 5. Other Terms and Conditions

- i. The assistance is towards cost of AEC set up in Banks’ branch.
- ii. The Banks shall claim grant support only with respect to one AECs per branch set up before 31 March 2018 and continue to operate as on date of submission of claim.
- iii. The AEC set up should conform to the standards and guidelines mandated by UIDAI.
- iv. The Bank may send the proposal for sanction and claim in a single instalment as per prescribed format on reimbursement basis (after the

payment is made to the vendor). The last date for submission of claim is 31 March 2019.

- v. The financial support, if any, received from any other agency for setting up AEC may be excluded from the claim.
- vi. The Bank will accept the terms and conditions of sanction in its forwarding letter.
- vii. The Bank will execute a Memorandum of Agreement with NABARD as per Circular No. 52/ DFIBT-05/ 2018 dated 20 March 2018, if not executed earlier.
- viii. The treatment of GST would be governed by Circular No. 87/ DFIBT-11/ 2018 dated 25 April 2018.
- ix. Bank may maintain locational details of the AEC opened under the scheme and preserve the original invoice, receipts, agreements etc. related to the procurement for any future requirement by NABARD.
- x. The Bank will facilitate any monitoring /evaluation of the project to be taken up by NABARD through its own officers or some other agency.
- xi. The Bank will follow due diligence for procurement / awarding contracts and comply with statutory and regulatory guidelines on outsourcing.

Yours faithfully,

**(L.R. Ramachandran)**  
Chief General Manager

Encl. : As above

Endt. No. NB.DFIBT.HO/ /DFIBT-23/2018-19 of date

Copy forwarded for information and necessary action to :

1. The Secretariat of Chairman, NABARD, HO, Mumbai.
2. The Secretariat of DMD (HRD), NABARD, HO, Mumbai.
3. The Secretariat of DMD (RA), NABARD, HO, Mumbai.
4. The Principal/Director/Joint Director, All Training Establishments.
5. The Chief General Manager/Officer-in-Charge, NABARD, All Regional Offices
6. The Chief General Manager, DoS, NABARD, HO, Mumbai.
7. The CGM, CPD, NABARD, Head Office, Mumbai
8. The CGM, IDD, NABARD, Head Office, Mumbai

**(Pankaj Kumar)**  
Deputy General Manager

Encl. : As above

Claim, also to be forwarded by email to [dfibt@nabard.org](mailto:dfibt@nabard.org)

ON BANK'S LETTERHEAD

ANNEXURE-I

The Chief General Manager  
 NABARD  
 Regional office..... (in case of single State proposal)/  
 Head Office (in case of multi State proposal)

Dear Sir,

**Support for setting up Aadhaar Enrolment and Update centers in Banks**

Please refer to your Circular No. \_\_\_\_\_ dated \_\_\_\_\_ on the captioned subject. In this connection, we confirm our participation in the “Support scheme for setting up Aadhaar Enrolment and Update centers in Banks”. The Bank has opened \_\_\_\_\_ Aadhaar Enrolment and Update Centers (AEC) in its branches as per details given below;

<b>S.No</b>	<b>Period of installation</b>	<b>No of AECs</b>	<b>Support per AEC under the scheme</b>	<b>Total eligible support under the scheme (Rs.)</b>
(a)	(b)	(c)	(d)	(e) = (c) x (d)
1	Till 30 November 2017		Rs.1,00,000/-	
2	01 Dec 2017 to 31 March 2018		Rs.75,000/-	
3	<b>Total</b>			

The state-wise list of AECs in operations on the date of claim is attached at Appendix I. We request to sanction and release Rs. \_\_\_\_\_ as one time grant assistance towards setting up AECs centers in our branches.

We certify that:

- i. The assistance is sought towards reimbursement of cost (after making the payment to the Vendor) for setting up of AEC in Banks' branch.
- ii. The Bank has claimed grant support only with respect to one AECs per branch set up on or before 31 March 2018 and which continue to operate as on date of submission of claim.
- iii. The AEC set up conforms to the standards and guidelines mandated by UIDAI.
- iv. The financial support, received from any other agency for setting up AEC has been excluded from the claim.
- v. The Bank has executed a Memorandum of Agreement with NABARD as per Circular No. 52/ DFIBT-05/ 2018 dated 20 March 2018.
- vi. The treatment of GST has been done as per Circular No. 87/ DFIBT-11/ 2018 dated 25 April 2018.
- vii. The Bank has maintained locational details of the AEC opened under the scheme and preserved the original invoice, receipts, agreements etc. related to the procurement for any future requirement by NABARD.
- viii. The Bank will facilitate any monitoring /evaluation of the project to be taken up by NABARD through its own officers or some other agency.
- ix. The Bank followed due diligence for procurement / awarding contracts and complied with statutory and regulatory guidelines on outsourcing.

The details of our bank account, type of account, branch name, branch address and IFSC Code for remittance of the grant support are as follows :-

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Yours faithfully

Signature of authorized officer

Name:

Designation:

Encl.: As above.

