

UIDAI

Unique Identification Authority of India
Planning Commission, Govt. of India (Gol),
3rd Floor, Tower II,
Jeevan Bharati Building,
Connaught Circus,
New Delhi 110001



RELEASE NOTES ENROLMENT CLIENT ENHANCEMENT VERSION 3.0.0.0

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1.2 Key Features & Major Changes

Following are the key features and major changes in this release - ECMP 3.0.0.0 Enhancement.

1.2.1 Application Changes/Enhancement

- a. Full BE enrolment to be restricted in enrolment client
 - 100% BE enrolment will not be performed using ECMP application.
- b. Freezing of enrolment client if no. of packets pending to be uploaded is greater than configurable threshold
 - Enrolment client shall receive max_unupload_packet parameter in pres-sync data. Enrolment client application shall freeze and shall be unable to enrol any further if the number of un-uploaded packets is greater than or equal to value of the max_unupload_packet parameter.
- c. Enhancement of EoD report in ECMP
 - Biometric Exception Report
The 'Biometric Exception Report' tab shows a report exclusively for enrolments with biometric exceptions. The report is generated for a given date range and may be further filtered by operator/supervisor associated with capturing/approving the exception.
 - Biometric Summary Report
The Biometric Exception Tab shows a report exclusively for enrolments with biometric exceptions. The report is generated for a given date range and may be further filtered by operator/supervisor associated with capturing/approving the exception.
- d. Exit policy requirement to be developed for ECMP
 - There should be exit policy for enrolment agency when they prefer to opt out. The exit procedure includes syncing the client, de-registration of Enrolment client, force upload of enrolment packets, take a back up of enrolment station after bulk upload, Sync the client in after 10 days and then export so that any packet marked for resending gets updated; re-upload such packets to CIDR etc. The exit mechanism has been developed for window version of enrolment client. Similar mechanism shall be developed for ECMP.
- e. Support of affidavit document for Name Change
 - Affidavit document should be accepted as supporting document for resident's name change for update/ correction through ECMP.

1. Introduction

The document details the changes done on the AADHAAR Enrolment client Enhancement application version 3.0.0.0. This document also lists the known issues and the work around which needs to be done to resolve the known issues, if encountered. Please note that this version will contain all the major changes incorporated in this version of enrolment client as mentioned below.

1.1 Some commonly used terminology

Enrolment: is the process of capturing resident data (including demographic and biometric data). The enrolment is done by an enrolment operator.

Enrolment station: The enrolment station includes a computer, the biometric devices and some accessories. This is where the operator sits and the actual enrolment of residents takes place.

Operator: The enrolment operator who captures the resident's data on the field and maintains the details of the resident

Resident: is a person who undergoes the enrolment capture process and gets a UID from the government.

Application: This refers to the AADHAAR enrolment client application.

Machine: The system on which the application is installed and the biometric devices are connected.

- f. Enhancement of Audit XML in ECMP for capturing all image quality Biometrics score of each modality
 - All image matrices of the biometric captured during enrolment should be made part of the audit XML. Currently only scalar quality score is in audit XML enhancement in ECMP for capturing score of each modality.
- g. Label for "Name" and "Aadhaar No" of the Introducer in English for "Introducer based enrolment"
 - During introducer based enrolment operator captures the introducer's 'Name' and 'Aadhaar No.' In enrolment client labels for these two fields are missing. The names of these fields are required to be updated.
- h. Any operator/supervisor overrides performed must be made part of the audit xml of the packet
 - An operator can override resident's information as prompted by enrolment client during enrolment. This override information should be part of Audit XML. Few examples of operator override are as follows:
 - Resident's name, Care of field(C/O), Introducer name, Relative Name in local language modified by the enrolment operator.

1.2.2 Bug Fixed

- a. Date of creation in the packets is wrong.
- b. Parallel enrolment by same operator.
- c. Incorrect Enrollment Date in the Physical Packet for Client.
- d. Invalid Client Machine Id in the packet.
- e. Inadequate field Label in Introducer details: Reference Tab.
- f. Web Search - Relation, Landmark and PoA is not populating.
- g. Label D/o or S/o not displayed for All local languages section in demographics tab.
- h. C/o field is not translated to selected local languages in review tab and print receipt for all local languages.
- i. Conversion to Hindi is Incorrect in case all the letters are in Upper Case.
- j. Resident Name Starts with a Special Character.
- k. In RGI Print receipts, English local language under office copy message is displaying wrong.
- l. Transliteration scores <50 in back end.
- m. Packets with Null and 00 Location Code.
- n. Relative Details are not prepopulated correctly for Pre-enrolment search.

1.3 Known Issues & the Work around

- 22377: In BE report finger position is not displaying properly.
 22402: Save button is enabling without supervisor signature in Correction/update packets
 22399: In print receipt reference information is overlapping for both correction and update infant packets.

1.4 Important Note

- a. Please make sure you have latest User credential file, master and registrar DB.

1.5 Supported VDMs

| Certified VDM's for Windows | | |
|-----------------------------|----------|----------|
| Device Name | FP VDM | IRIS VDM |
| L1 FP | 1.15 | 2.3.0 |
| CrossMatch | 1.3.27-4 | 1.3.27-4 |
| Cogent | 3.0.0 | 3.0.0 |
| MorphoFP | 4.3.2 | NA |
| 4G Suprema FP | 3.3.0 | NA |
| Bioenable FP | 1.1.0 | NA |
| Iritech | NA | 1.1 |
| 4GirisGuard | NA | 3.2.0 |
| Delta ID Pvt.Ltd | NA | 1.0.9 |
| IrisId | NA | 2.09.03 |

No. : 4(4)/57/19/QAP/2010-E&U-II
Planning Commission
Unique Identification Authority of India
E&U Division

New Delhi, 1st August, 2014

Subject : Biometric Exception Enrolment Guidelines

Ensuring good quality enrolment has been a prime objective of UIDAI and the same has been insisted from time to time through the following circulars/letters :-

- i) D.O. No. 4(4)/57/19/QAP/2011-UIDAI dated 20.04.2012
- ii) O.M. No. 4(4)/57/19/QAP/2010-RoB dated 27.07.2012

These letters/circulars may be read in conjunction with present document.

2. For Aadhaar, the biometrics of the resident are very important to ensure his/her uniqueness. However, as an inclusive project, with the mandate to provide a unique Identification number to every resident of India, provisions exist for enrolling those residents who may be lacking in some of the essential biometrics, which are handled as per the protocol laid down for such cases known as "Biometric Exception" (BE) cases.

BE is a special area which requires attention and needs continuous training and monitoring in the field. Awareness in respect of BE

enrolments has been continuously created in various training modules and also in the various data quality workshops/consultations/conferences conducted by UIDAI.

3. This OM is being issued to reiterate the importance of good quality of BE Enrolments and to create sufficient awareness on this important aspect in the UIDAI ecosystem. The UIDAI ROs/Registrars/EAs may use this document to train/sensitize the Operators so that BE errors may be reduced.

4. It is worth mentioning here that as per the extant guidelines on processing BE cases coming into the system, each and every BE enrolment case is checked in the UIDAI QC and not even a single such is allowed to pass through other stages of Aadhaar Generation without going through the mandatory QC. Notwithstanding such stringent checking, each BE case which fails the test of QC results in delay/loss to the resident as well as to the ecosystem partners due to the outcome based model of UIDAI, which takes into account only the successful Aadhaar generated for payments etc.

5. This O.M also aims to bring out details of how the BE cases must be handled, and it is reiterated that all the BE enrolments must be carried out in accordance to these guidelines. The details given below should be widely disseminated and utilized to improve the quality. In addition, these should provide full opportunity to the genuine residents who happen to be BE cases to get their Aadhaar.

6. The main highlights of BE Enrolment process are :-

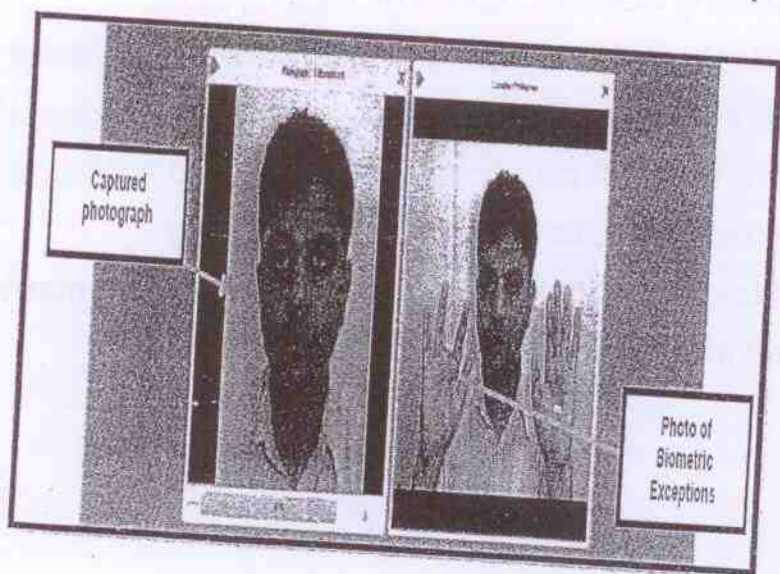
- i) Full BE Enrolments shall not be carried out without prior approval of respective UIDAI RO (UIDAI HQ OM No. 4(4)/57/224/2013-RoB dated 7/3/2014 refers). However, for handling the genuine BE cases Registrar/EA shall designate only specific machines/Operators for enrolment with 100% BE.
- ii) The Operator shall capture the demographic details of the resident as done in the case of normal enrolment.
- ii) The Operator shall then highlight the missing bio-metrics for the resident in the enrolment client and complete the bio-metric capture for the remaining.
- iii) The Operator shall take a picture of the resident's face with both hands raised to highlight the exception.
- iv) At the end of the enrolment, a person in the role of supervisor is required to validate this enrolment as an exception enrolment.

7. **Detailed guidelines for marking any enrolment as BE are reiterated below with an illustrative screenshot :-**

- i) The Operator should try to capture finger prints and should not look for bypassing biometric capture by marking as BE.
- ii) If the Operator is unable to capture biometrics of a resident due to damage/injury of finger/eyes (temporary - cut/bruise/bandage etc. or permanent-worn-out/bent fingers etc. due to old age/leprosy), those particular biometrics can be marked as missing.
- iii) **The operator must make sure that not all 12 biometrics are marked as missing due to temporary injuries.**

- iv) In Mehendi/Alta cases, biometrics can be easily captured and the Operator should not mark these as BE.
- v) Missing biometrics should be correctly marked. There should not be any mismatch between the actual missing biometrics and the ones marked as exception.
- vi) **Resident Photo and Exception Photo should be of same person.**
- vii) Resident and Exception photo should not suffer from motion blur, over or under exposure, unnatural coloured lighting, and distortion.
- viii) The relevant exception of the body should be clearly visible in the exception photo.
- ix) If an extra finger exists, it should not be captured as a BE.
- x) The Face and both the palms (facing camera) should be clearly visible in exception photo.

The illustration below may be noted :-



If resident does not have arm/s and cannot show his palms as shown below, the Exception photo should be taken in such a manner that it is clearly visible that whole arm is missing.

8. **Correct BE Enrolment**

Following is the description and illustration of what constitutes a correct BE enrolment :-

Exception photo is as per the guidelines and marked exception (Left Finger Missing : 1) is clearly visible in Exception Photograph. Also, only one finger is missing and has been marked as BE so this is a perfect acceptable BE Enrolment. It should not happen that no. of Biometrics missing is "X" but Enrolment Operator marks more than or less than "X" biometrics as missing.

Illustration :



9. Some further illustrated examples of errors in BE are given below, and the Operators/supervisors must be made to ensure that such errors do not happen.

