

HQ-15035/4/2021-DBT-HQ
Unique Identification Authority of India
(Aadhaar Usage Division)

UIDAI HQs,
Bangla Sahib Road, Behind Kali Mandir,
Gole Market, New Delhi. 110001

Dated: 21st September 2022

CIRCULAR

Subject: Usage of Aadhaar - Dos and Don'ts - Regarding

Aadhaar provides a single source of online/offline identity verification for residents across the country. Residents can use their Aadhaar number to verify and validate their identity credentials either electronically or through offline verification. Residents use their Aadhaar number to avail a large number of government services, banking services, telecom services etc.

2. UIDAI provides technologically advanced ecosystem to ensure safe, smooth and speedy authentication experience to the Aadhaar number holder. The various provisions of the Aadhaar Act and its Regulations mandate that the entities taking Aadhaar number from the residents use and store it in a secure and legally permissible manner.

3. However, there are lots of myths and perceptions about usage of Aadhaar amidst the general public. In this context, following few 'Dos and Don'ts' are outlined below which may be observed by the residents while giving their Aadhaar numbers:

Dos

- i. Aadhaar is your digital identity. Use it confidently as per your choice to prove your identity.
- ii. While sharing your Aadhaar with any trusted entity, exercise same level of caution which you may do at the time of sharing your mobile number, bank account number or any other identity document like passport, Voter Id, PAN, Ration Card etc.
- iii. Entities seeking your Aadhaar are obligated to obtain your consent which should specify the purpose for which it is being taken. Please do insist on it.
- iv. Wherever you don't want to share your Aadhaar number, UIDAI provides facility for generating Virtual Identifier (VID). You can easily generate VID and use it for authentication in place of your Aadhaar number. This VID can be changed after the end of calendar day.
- v. You can see your Aadhaar authentication history for last six months on UIDAI website or m-Aadhaar app. Do check the same periodically.
- vi. UIDAI intimates about every authentication over email. Therefore, linking your updated email Id with your Aadhaar number will ensure that you get intimation every time your Aadhaar number is authenticated.
- vii. A number of services can be availed with OTP-based Aadhaar authentication. So, always keep your mobile number updated with Aadhaar.

- viii. UIDAI provides facility for Aadhaar locking as well as biometric locking. If you are not likely to use Aadhaar for a period of time, you may lock your Aadhaar or biometrics for such time. The same can be unlocked conveniently and instantly, as and when required.
- ix. In case you suspect any unauthorized use of your Aadhaar or have any other Aadhaar related query, do contact UIDAI on **toll-free helpline 1947** which is available 24*7 and/ or email at **help@uidai.gov.in**.
- x. Please do visit our social media channels (Facebook, Twitter, Instagram, Koo) for latest updates.

Don'ts:

- i. Don't leave your Aadhaar letter/ PVC Card, or its copy thereof, unattended.
 - ii. Don't share your Aadhaar openly in public domain particularly on social media (Twitter, Facebook, Instagram etc.) and other public platforms.
 - iii. Don't disclose your Aadhaar OTP to any unauthorized entity.
 - iv. Don't share your m-Aadhaar PIN with anyone.
4. This issues with the approval of the Competent Authority.


(Dr. Saroj Kr. Adhikari)
Deputy Director (AU)
Tel: 2347 8511

21/9/22