Govt. of West Bengal

Office of the District Inspector of
Schools (Secondary Education),
Bankura

SIKSHA BHAVAN
SCHOOL DANGA, BANKURA,
W.B-722101
Email- disebankura@gmail.com
disebankura2018@gmail.com
PHONE - (03242)-253305
FAX - (03242)-253305

Memo No. 1557 /S   Dated: Bankura the ...24.09....2021.

From   : The District Inspector of Schools (S.E), Bankura.

To   : The HOI of all Madrasah / High / H.S School/NIGS/Model/Govt. Schools under Bankura district

Sub   : **Uploading of AAHHAR No. of student of Class X-XII in Banglar Siksha Portal**

Ref   : **846-ES/Admin/ 10 M-56/2021 dated-20.09.2021**

   With reference to the above all HOIs of Madrasah / High / H.S School/NIGS/Model/Govt. Schools under this District are hereby informed that Govt. has taken decision for AADHAR enrolment of student of Class IX-XII. Before implementation of AADHAR enrolment programme the following activities must be completed at school level:
   1. Check the Banglar Siksha Portal and collect the name of students whose AADHAR No. has not yet been uploaded in Banglar Siksha Portal.
   2. Contact the concerned student and collect the records of AADHAR No. and upload it in Banglar Siksha Portal against details of concerned student before Puja vacation.
   3. Students without AADHAR should be informed to keep ready documents for ADDHAR enrolment.

   Block wise AADHAR Enrolment Centre in a School will be started after Puja Vacation. All are once again requested to complete the above noted works in due time.

District Inspector of Schools(S.E)
Bankura

Memo No. 1557/1(2)/S   Dated: 24-09-2021

Copy forwarded for information and necessary action to:
   1) A.I of Schools (S.E),Sadar/ Bishnupur/ Khatra Sub-Div.
   2) S.I of Schools , All Circle under this district.

District Inspector of Schools(S.E)
Bankura

C:\Users\BANKURA DI\Desktop\MISC\Aadhar Doc

Government of West Bengal
School Education Department
Administrative Branch
Bikash Bhavan, 5th Floor, Salt Lake, Kolkata-700 091

No. 846-ES/Admn/10M-56/2021

dated: 20.09.2021

From :   Secretary to the Govt. of W.B.

To :   The District Inspector (Secondary) of Schools

_____ (All)

Sub: **Aadhaar Enrolment for School going children**

Sir,

Vide memo no.443-Home(NPR) dated 01.09.2021 of the Home and Hill Affairs Department, Govt. of West Bengal, the School Education Department has been allowed to become Registrar to start Aadhaar Enrolment and update for the school going children (mainly in classes IX to XII) in this state.

To operationalise the Aadhaar Enrolment programme successfully, School Education Department is taking various steps at different levels. As a part of proper execution of the programme it has been decided that DI/S(Secondary) of the concerned district will act as District Nodal officer. Concerned SI/S will act as nodal officers at the Block/Municipality level.

In this connection, I am directed to inform you that this department is going to launch a Pilot Project of the Aadhaar Enrolment Programme in each of the Educational Districts in West Bengal from 1st October 2021 to 8th October 2021 (on weekdays only, i.e. on 1st, 4th, 5th, 7th and 8th October, 2021 from 10 am to 5 pm). List of proposed Aadhaar Enrolment Centres (one in each district), as submitted by you, is enclosed. The catchment area of this Centre would be the concerned Block/Municipal area, as the case may be, wherein this Centre falls. The date wise target number for the pilot project has already been discussed in the video conference held on 19.09.2021. In this regard, the following steps are required to be taken at your end:

1. The Aadhaar numbers of all target school students (who are Aadhar enrolled) of classes IX to XII of the pilot area may be uploaded in the Banglar Shiksha Portal immediately. This, in turn, would generate the list of students who are not having Aadhar.

2. The application form for Aadhaar is enclosed. This may be circulated to the HoIs of the (pilot stage) target schools. Instruction from your end may be given to these HoIs to get the forms filled up for the target students on the basis of valid documents (list of documents and instruction for filling up the forms already circulated). Form fill up should be done classwise at separate times to avoid crowding. These filled up forms will be deposited to the concerned SIs (nodal officers at Block/Municipality level).

3. Every target student and guardian must know beforehand when they have to come to their school (with documents) for filling up the form. The forms should be verified with documents/school records by the HoI of the school. On the day of such form fill up, students/guardians should know specific date/time when they have to go to the Aadhaar enrolment Centre. The date wise/school wise programme may be displayed through banners (model is being provided from this end) in the Enrolment Centre, concerned school premises, SI offices, BDO offices etc.

4. Aadhaar kits and operators for the pilot project will be provided by the UIDAI authority. The logistic arrangements at the Enrolment Centre (Space, tables-chairs, electricity, internet connectivity etc.) may be arranged from your end with the help of HoIs/SIs.

5. On the days of Aadhaar enrolment (between 1st and 8th October, 2021 as mentioned above) the HoI of the enrolment Centre and concerned school/s (whose students are coming for enrolment) must remain present at the Enrolment Centre for maintaining discipline, assisting the operators regarding entries in the forms, etc.

6. COVID protocols, particularly wearing of mask and keeping reasonable distance, must be maintained at all levels and unnecessary crowding should be avoided.

7. All communications/reporting from your end should be mailed to:- adssed@wb.gov.in with cc to: khalder64@gmail.com and sarkarchimay71@gmail.com

8. A datewise chart of work in this regard is enclosed.

The main programme of Aadhaar enrolment of students (primarily of classes IX to XII) will commence after the Puja holidays. Detailed guidelines in this regard will follow.

Encl.: As stated

Secretary