

# **Guidelines for Financial Support for Implementation of Unique Disability ID (UDID) Project**

## **1. Background**

1.1 The Government relies on the Census Data regarding persons with disabilities. The Census data is based on the household survey across the country. There is no data that captures the number of persons with disabilities who have been certified by appropriate medical authorities of the States/UTs. Further, most of the States were issuing certificates of disability manually. As such, there are no system of capturing real time data of persons with disabilities.

1.2 The certificate of disability issued by the States/UTs was valid within the State/UT only. There was no system of verification of authenticity of the certificate of disability and having universal acceptance across the country.

1.3 Keeping the above position in view, it was decided to implement the Unique Disability Identification (UDID) Project with a view to create a national data base of Persons with Disabilities (PwDs) and also to provide an online platform for issuance of certificate of disability and Unique Disability Identity Cards.

1.4 The UDID Project will subsequently help in tracking of physical and financial progress of benefit delivery at all levels of hierarchy of implementation – from Village, Block, District, State level and National level. It will also encourage transparency, efficiency and ease of delivering Government benefits to persons with disabilities. UDID will be helpful for Central ministries /Department and States/UTs for effective implementation of Schemes /Programmes meant for empowerment of PwDs. The API link of UDID card can be shared with all implementing authorities as per the Standard procedure for linking with their service delivery mechanism.

1.5 The data base inter-alia captures personal details, identity details, disability details (Type of Disability, Area of Disability, % of Disability etc.), education details, employment details (Status, Occupation, BPL/APL, Income etc.), Disability Certificate details, voter ID and other ID proofs of person/parents/guardian etc., and UDID renewal/re-issue/card surrender details.

1.6 An application software for the UDID project was developed through an empanelled vendor of NICS I and it was hosted on NIC cloud in May, 2016. The application software made online on 18.05.2016 and first UDID card was generated in Datia, Madhya Pradesh on 27.01.2017. AMC of the application software is also done through the vendor engaged through NICS I.

1.7 Training on the application software was given to all District level functionaries in all States/UTs.

1.8 It may be noted that RPwD Bill was introduced in the Parliament on 07.02.2014. Therefore, the disabilities covered under the RPwD Act 2016, was taken into account at the time of finalising the UDID Project. Therefore, UDID portal take care of all the category of disabilities covered under RPwD Act.

1.9 The Department also engages agency for printing and dispatch of Unique Disability ID Card selected on the basis of competitive bidding. Initially it was decided to dispatch the UDID card to the concerned PwD at his address through ordinary post i.e. @ Rs 5 per card through use of franking machine by the printer. Now it is under consideration to dispatch the cards through speed post to ensure tracking of card.

1.10 A notification has been issued on May 5, 2021 mandating issuance of Certificates of Disability through the UDID portal with effect from 1<sup>st</sup> June 2021.

1.11 As on 11.04.2022, the project is under implementation in 715 Districts of all States/UTs and 70.88 UDID cards have been generated.

**2. Objectives of the Guidelines of the sub-scheme are:-**

- (i) To meet the cost towards maintenance/upgradation of the application software of UDID project including the server requirement.
- (ii) To meet the cost of printing of the UDID card and dispatch cost i.e. by speed post or otherwise as per the decision of the Department.
- (iii) To set up Project Monitoring Unit at the Departmental level for monitoring implementation of UDID project.
- (iv) To support the States/UTs for implementation of the project towards:-
  - (a) Undertaking publicity and awareness activities.

- (b) Procurement of IT infrastructure (one Computer Desktop, four Biometric single finger scanners for Aadhaar Authentication, one Ordinary Printer with Scanner, and one Web Camera) for each certifying medical authority.
- (c) Remuneration of one State level Coordinator for each State/UT.
- (d) Digitization of old manual certificate of disability in UDID portal

### **3. Target**

As per the last census 2011 there are 2.68 crore Persons with Disabilities comprising the following categories:-

- a. Visual Disability
- b. Hearing Disability
- c. Speech impairment
- d. Locomotor Disability
- e. Mental Retardation
- f. Mental Illness
- g. Any Other

The number of persons with disabilities will be revised based on the subsequent census data or other approved surveys. As of now, plastic QR code UIDD cards is being issued to Persons with benchmark disabilities (i.e. disability of 40 % of more )

### **4. Implementing Agency**

3.1 DEPwD shall be the implementing agency with respect to maintenance or upgradation of software, printing of UDID card and setting up of PMU at Department. The Department may engage agencies for maintenance/upgradation of software, printing of UDID card.

3.2 The Department dealing with empowerment of PwDs in the States/UTs shall be the implementing agency with respect to the processing of applications and grant of UDID card, digitization of old manual certificates, publicity activities, appointment of State coordinators and procurement of IT infrastructure.

### **5. Extent of Financial Support**

Component wise financial support shall be as under:-

<b>Component</b>	<b>Extent of Support</b>
Maintenance/ upgradation of application software	As per work order to be issued from time to time
Printing and dispatch of UDID card	As per work order to be issued from time to time
Remuneration of staff of PMU	As per work order to be issued from time to time
Publicity	<ul style="list-style-type: none"> <li>○ Rs. 2.5 Lakhs for each district having &gt;20 Lakhs Population</li> <li>○ Rs. 2.0 Lakhs for each district having 10 Lakhs &gt;Population &lt; 20 Lakhs</li> <li>○ Rs. 1.5 Lakhs for each district having &lt; 10 Lakhs Population</li> </ul>
IT Infrastructure	Maximum Rs 1 lakh per certifying authority
Remuneration of State Coordinator	Maximum Rs 50,000 per month per State/UT
Digitisation of manual certificate of disability	Rs 3.61 per certificate

## 6. Component wise Payment Terms

<b>Component</b>	<b>Payment Term</b>
Maintenance/ upgradation of application software	Payment will be made as per the work order.
Printing and dispatch of UDID card	<ul style="list-style-type: none"> <li>• Payment will be made on the reimbursement basis on production of bills/vouchers w.r.t. printing of UDID card.</li> <li>• Payment towards dispatch cost based on actual on submission of receipts.</li> </ul>
Remuneration of staff of PMU	Payment will be made as per the work order.
Publicity	<ul style="list-style-type: none"> <li>○ 50% in advance to the State implementing agency.</li> </ul>

	<ul style="list-style-type: none"> <li>○ Remaining 50% on submission of utilization certificates of the first release.</li> </ul>
IT Infrastructure	Single instalment in advance.
Remuneration of State Coordinator	Payment will be released to State implementing agencies in advance on half yearly basis.
Digitisation of manual certificate of disability	<ul style="list-style-type: none"> <li>•</li> <li>○ 50% in advance to the State implementing agency.</li> <li>○ Remaining 50% on submission of utilization certificates of the first release.</li> </ul>

Component-wise/year-wise proposed notional allocation is as under:-

(In Rs. Crore)						
Component	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Application Software	0.3	0.35	0.4	0.45	0.5	2.00
Manpower Service	3	3.3	3.63	3.99	4.42	18.34
IT Infra	0.3	0.3	0.2	0.2	0.1	1.1
Digitization	0.4	0.9	0.9	0.9	0.9	4.00
Smart Technology	2	4.9	5.4	5.8	6.4	24.5
Advertisement	2.00	2.2	2.4	2.8	3.1	12.5
Miscellaneous	1.00	1.32	1.56	1.83	2.22	7.93
Total	9.00	13.27	14.49	15.97	17.64	70.37

## 7. Other General Terms and Conditions

- a. The State implementing agency needs to submit their requirement of fund for publicity activity, infrastructure requirement and digitization of manual certificates of disability, District wise along with data relating to number of PwDs as per latest Census and other requisite details.
- b. The State implementing agency shall follow financial rules applicable in their State/UT for procurement of IT infrastructure and also while undertaking publicity and digitization activity.

- c. The specifications mentioned in the Annexure are technical specifications and may change in the course of time due to rapid technological advancements.
- d. The State Coordinator shall submit monthly progress report on implementation on UDID project to DEPwD.
- e. The State implementing agency shall maintain separate account for the purpose of implementation of UDID project with respect to the funds received under the scheme. The account shall be open for audit by the Central Government, if required.
- f. The State implementing agency shall submit the utilization certificate in respect of each release of fund for each component within the given time frame.
- g. The State implementing agency shall maintain proper record of IT infrastructure procured under the sub-scheme and shall be responsible for proper maintenance of these equipment's. These records shall also be open for verification by any officer as deputed by the Ministry.
- h. All the expenses incurred by the State implementing agency shall be based on the vouchers/bills and proper records shall be maintained by them in this regard.
- i. The application software maintenance agency shall be responsible for fixing any technical issue within the shortest possible time.
- j. Funds will be released to the application software maintenance agency on the basis of satisfactory performance in the past year.
- k. The printing agency shall maintain proper record of printing and dispatch of UDID cards which shall be open for verification by the Ministry.
- l. The printing agency shall be responsible for maintaining privacy of data and the security features of the card.

\*\*\*\*\*

## Annexure-I

S.No.	Item	Specifications
1	Desktop Computer	a. Intel i5 core processor b. 500 GB hard disk Sata c. 4 GB Ram DDR-III d. 17" monitor or more e. Genuine window 7 or above f. Operating System must be genuine and licensed
2	Printer cum Scanner	The printer cum scanner should be A4 or legal size and the capability of printing and scanning must be duplex and LaserJet and of at least 18PPM
3	Web Camera	Web camera should be compatible with the software used by user.
4	Bio metric finger print scanner	Bio metric finger print scanner should be compatible with the software used by user.

**Annexure-I****Subject: Appointment of State Coordinator under UDID project.**

Principal Secretary of the State dealing with Social welfare/disabilities is authorised to make selection and appoint State Coordinator through transparent procedure. The educational qualifications and other conditions of appointment of State Coordinator shall be as under:

**Educational Qualification:**

(i) Graduate with diploma/certification/course in computer science/IT from a recognised institution.

OR

Bachelor of Computer Education

(ii) Weightage shall be given to the candidates having experience of working in information technology/computer in a reputed firm/company.

**Age Limit**

Upper age limit 35 years on the last date of submission of application by the State/UT authority.

**Language**

The State Coordinator should be proficient in English and the regional language of the state/UT concerned.

**Remuneration**

Lumpsum amount upto Rs. 50,000 (fifty thousand) per month will be reimbursed by the Central Government to the States/UT as remuneration/fee payable to the State Coordinator which include TA/DA etc. towards his/her visit within the state in connection with UDID project.

The fund equal to the six months remuneration will be paid to the State in advance. Further fund of six months remuneration will be released on received of UC of previous fund released to the state for the purpose.

**Duration of appointment**

Initially for a period of six months and extendable upto three years. The DEPwD can terminate the service of State Coordinator without any notice.



The date from which the State Coordinator is to be appointed shall be intimated to the State/UT by the Central Government taking into consideration the preparedness of the state and roll out plan.

**Duties and responsibilities of State Coordinators**

- (i) Coordination with all concerned departments of the State and the Project Management Unit of UDID project in the Department in implementation of project;
- (ii) Monitoring of project progress, maintain project schedule and resolve problems arising out implementation of the project in the state.
- ' (iii) Preparation of project status report by collecting and analysing data/information from each village/block/district in the state and submit the same to the Principal Secretary (Social Welfare Department)/officer-in-charge of UDID project in the state and copy to the Department (DEPwDs)
  - (iv) To assist state government in conducting camps for enrolment/assessment of PwDs wherever organised with due support from the District administration.
- (v) Escalate any major issues in the project roll-out to Nodal Authorities/ officer-in-charge at the State level and Centre.
- (vi) Any other duties/responsibilities assigned to him/her by the concerned state in implementation of UDID project.
- (vii) The State Coordinator will report to the Principal Secretary of the State dealing with Social Justice/Disabilities. His appointment will be on full time basis (100% involvement).
- (ix) The Principal Secretary of the State/UT dealing with Social Welfare/disabilities will provide logistic support to the State Coordinator.