

राजस्थान सरकार



राजस्थान जन आधार प्राधिकरण

योजना भवन, तृतीय तल, नॉर्थ ब्लॉक, तिलक मार्ग, जयपुर

Add Member :

Add Member is a core module of the Jan Aadhaar Application. It is used to onboard an individual in the Jan Aadhaar Family in Resident Data Repository. Process to get an individual enrolled in the Jan Aadhaar application have been described in detail hereunder.

1. Pre-requisite

- Only families already enrolled in Jan Aadhaar can add members
- Copy of Aadhaar card members above 5 years age
- Copy of Aadhaar or Birth Certificate of the Members below 5 years of age
- Pass book of the head's bank account
- Documents related to age/date of birth
- Address document
- Self-declaration for income
- Color photo upload required for the members
- If you are a small or marginal farmer then the land details should be entered.
- Other documents- Documents supported by the given information, if required

Document upload :

- Document type .pdf only
- Size less than 1MB
- Photo type .jpg/.jpeg/.png
- Size less than 50KB
- All details are to be entered in both English and Hindi.

2. Enrollment Process for Citizen Users

2.1 Login through SSO.



Rajasthan Single Sign On v33.6
One Digital Identity for all Applications

IMPORTANT NOTE:
This is a testing/ staging server and should not be used for LIVE transactions.
It is intended for use by technical team for testing the applications and integration with RajSSO system.

महत्वपूर्ण सूचना:
यह एक टेस्ट/ स्टेजिंग सर्वर है और इसका उपयोग लाइव लेनदेन के लिए नहीं किया जाना चाहिए।
यह एप्लीकेशन के टेस्ट और सॉल्यूशंस प्रदाता के साथ एकीकरण के लिए तकनीकी टीम द्वारा उपयोग के लिए है।

Login **Registration**

ALEXMATHUR301988

6 1 6 9 8 0 Enter Captcha

Login

[* I Forgot my Digital Identity \(SSOID\) Click Here](#)
[* I Forgot my Password Click Here](#)
[* I have multiple SSOIDs Click here to merge](#)

Site designed, developed & hosted by Department of Information Technology & Communication, Government Of Rajasthan
Helpdesk Details | Website Policies | Password Policy | Sitemap
#Visitors: #e-Pramaan:

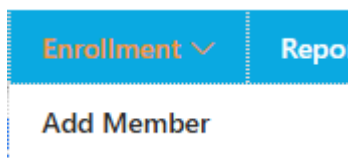
2.2 Click on Jan Aadhaar under G2C



2.3 Click on Enrolment Menu



2.4 Click on Add Member Option



2.5 Search Jan Aadhaar Family

Enter Enrolment Id/Jan Aadhaar Id

Add Member

Enrollment ID / Jan Aadhaar ID *

ID should start with numeric value

Add Member

Enrollment ID / Jan Aadhaar ID *

Select member for authentication

Select	Member Name	Relation with HoF
<input type="radio"/>	S*e*a F*g*r*a	Self
<input type="radio"/>	P*r*e*h M*t*u*	Brother-in-law
<input type="radio"/>	N*h* M*t*u*	Sister-in-law

Jan Aadhaar Authentication

Aadhaar Authentication

Select Member for Aadhaar Authentication

Select member for authentication

Select	Member Name	Relation with HoF
<input type="radio"/>	S*e*a F*g*r*a	Self
<input checked="" type="radio"/>	P*r*e*h M*t*u*	Brother-in-law
<input type="radio"/>	N*h* M*t*u*	Sister-in-law

Enter OTP *

Verify OTP

Wait 54s then resend OTP

Back

Enter OTP and click on Verify OTP. Only more than 18yrs members are eligible for authentication. After successful authentication, Add Member process will be initiated.

2.6 General Instructions

Family Enrolment

1 General Instructions 2 Member Authentication 3 Choose HSP and Address 4 Family Relation Details 5 Personal Details 6 Preview Receipt 7 Acknowledgement Receipt

जन आधार नामांकन हेतु सामान्य निर्देश

- राजस्थान का निवासी परिवार जन आधार नामांकन हेतु पात्र।
- परिवार का मुखिया - 1. 18 वर्ष या अधिक की महिला
2. 18 वर्ष या अधिक की महिला के नहीं होने पर 21 वर्ष या अधिक का पुरुष
3. उपरोक्त दोनों के नहीं होने पर उम्र में सबसे बड़ा व्यक्ति
- दस्तावेज अपलोड - 1. दस्तावेज का प्रकार चुनना.pdf
2. आकार 1MB से कम
- परिवार के मुखिया और सभी सदस्यों को रीगन फोटो अपलोड करवना - 1. फोटो का प्रकार.jpg/jpeg.png
2. आकार 500K से कम
- अन्य दस्तावेज - 1. बी गवी सूचना से सम्बंधित दस्तावेज अपलोड करना होने पर
- परिवार के मुखिया के लिए मोबाइल नंबर अनिवार्य है।
- बैंक विवरण में IFSC कोड सारा पैर बैंक खाता होना आवश्यक है।
- कभी विराम अवधि और सुट्टी दोनों में दर्ज किया जाता है।

आधार के संबंध में परिवार की सदस्यता -

- में प्राप्तकर्ता घोषणा करता है कि उनके और से परिवार के किसी भी सदस्य को आधार आधारित प्रमाणीकरण प्रणाली के साथ खुद को प्रमाणीक करने में कोई बाधा नहीं है और जन आधार योजना का लाभ उठाने के उद्देश्य से आधार आधारित प्रमाणीकरण के लिए अपना आधार नंबर, बायोमेट्रिक और/या कनटैक्ट लैस (ओटीपी) वेब प्रदान करने के लिए सहमत है।

Proceed

2.7 Enroll through Aadhaar or Birth Certificate KYC

Add Member

Home / Editing-Add Member

1 General Instructions 2 Member Authentication 3 Family Relation Details 4 Personal Details 5 Preview Receipt 6 Acknowledgement Receipt

Is member's age more than 5 year?

☒ Yes ☐ No

Is member born before January 1, 2018?

☒ Yes ☐ No

Aadhaar No. *

590542140273

Birth Certificate No.

e.g., 123456789012345/2000

Reason for Adding Member *

Adopt | गौद

Supporting Document(pdf - Max:1MB)*

Choose File: BLANK PDF 11.pdf

Aadhaar Authentication

Note 1: To add member in the family, please perform their Aadhaar Authentication!

Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!

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User need to enter Aadhaar No. and perform Aadhaar eKYC, in enrolment Name (English/Hindi), DOB, Gender & Photo will be fetched from Aadhaar.

2.8 State Government Employee

If there is any state govt. employee, user need to select member, pop-up window will be open.

Member - (Seema Fageria | सीमा फगेडीया)

Occupation * Government Employee ID *

-----Select----- Please enter value Search

-----Select-----

State personnel | राज्य कर्मी

Select occupation as State Personnel and enter Govt. Employee Id. Click on Search button.
Employee Id will be verified with SIPF data.

Member - (Seema Fageria | सीमा फगेडीया)

Occupation * Government Employee ID *

State personnel | राज्य कर्मी RJO202236009732 Search

After verification with SIPF data, employee Id will be added against the selected member.

Family Enrollment

Home / Family Enrollment

1 General Instructions 2 Member Authentication (0) 3 Choose PCF and Address 4 Family Relation Details 5 Personal Details 6 Previous Receipt 7 Acknowledgement Receipt

Is member's age more than 5 year? ☒ Yes ☐ No

Is member born before January 1, 2018? ☒ Yes ☐ No

Aadhaar No. * Birth Certificate No.

e.g. 123456789012 e.g. 123456789012345/2000

Aadhaar Authentication

Note 1: To add member in the family, please perform their Aadhaar Authentication!
Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!

Government Employee?	Aadhaar ID	Birth Certificate No.	Name (English)	Name (Hindi)	Gender	Date of Birth	Photo	Action
<input type="checkbox"/>	XXXXXXXX1998	—	Neha Mathur	नेहा मथुर	Female	18-12-1998		
<input type="checkbox"/>	XXXXXXXX4534	—	Purnesh Mathur	पुर्नेश मथुर	Male	30-07-1988		
<input checked="" type="checkbox"/>	RJO202236009732	XXXXXXXX8942	Seema Fageria	सीमा फगेडीया	Female	02-07-1988		

Note: The information shown here is obtained from Aadhaar/Petichuan Portal. If there is any change in it, please get it updated in Aadhaar or Petichuan!

< Previous Authentication of all family members completed >

2.9 Parents Auth for Child less than 05 Years

If user want to add member below 5 Years need to enrol from Birth certificate number, and it will authenticate using Mother or Father aadhaar number registered with Birth certificate number.

Select member for Aadhaar authentication

Select	Relation with Child
<input checked="" type="radio"/>	Mother
<input type="radio"/>	Father

Aadhaar eKYC

Proceed for Aadhaar Auth

After successful authentication, member will be added.

Family Enrollment Home / Family Enrollment

General Instructions Member Authentication (X) Choose HOF and Address Family Relation Details Personal Details Preview Receipt Acknowledgement Receipt

Is member's age more than 5 year?
☒ Yes ☐ No

Is member born before January 1, 2018?
☒ Yes ☐ No

Aadhaar No. Birth Certificate No. **Aadhaar Authentication**

Note 1: To add member in the family, please perform their Aadhaar Authentication!
Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!

TOTAL COUNT : 4

Government Employee?	Aadhaar ID	Birth Certificate No.	Name (English)	Name (Hindi)	Gender	Date of Birth	Photo	Action
<input type="checkbox"/>	XXXXXXXX1998	—	Neha Mathur	नेहा मथुरा	Female	15-12-1999		
<input type="checkbox"/>	XXXXXXXX4534	—	Runesh Mathur	रुनेश मथुरा	Male	30-07-1988		
<input checked="" type="checkbox"/>	U/020223608732	XXXXXXXX8942	Seema Jageria	सीमा जगेरिया	Female	02-07-1989		
<input type="checkbox"/>	—	XXXXXXXXXXXXXXXXXXXX0506/2024	Shreeja Agrawal	श्रीजा अग्रवाल	Female	20-01-2024		

Note: The information shown here is obtained from Aadhaar/Potchaan Portal. If there is any change in it, please get it updated in Aadhaar or Potchaan!

< Previous **Authentication of all family members completed >**

2.10 Family Relation Details

User need to enter family relation details of newly added member/s.

Family Enrollment Home / Family Enrollment

General Instructions Member Authentication (X) Choose HOF and Address **Family Relation Details** Personal Details Preview Receipt Acknowledgement Receipt

Name	Gender	Relation with HOF	Father Name	Mother Name	Marital Status	Spouse Name
Seema Jageria सीमा जगेरिया - HOF	Female महिला	Self स्वयं	Father Name (in English) Father Name (in Hindi) <input type="text"/>	Mother Name (in English) Mother Name (in Hindi) <input type="text"/>	Select ---	Spouse Name (in English) Spouse Name (in Hindi) <input type="text"/>
Runesh Mathur रुनेश मथुरा	Male पुरुष	--- Select ---	Father Name (in English) Father Name (in Hindi) <input type="text"/>	Mother Name (in English) Mother Name (in Hindi) <input type="text"/>	Select ---	Spouse Name (in English) Spouse Name (in Hindi) <input type="text"/>
Neha Mathur नेहा मथुरा	Female महिला	--- Select ---	Father Name (in English) Father Name (in Hindi) <input type="text"/>	Mother Name (in English) Mother Name (in Hindi) <input type="text"/>	Select ---	Spouse Name (in English) Spouse Name (in Hindi) <input type="text"/>
Shreeja Agrawal श्रीजा अग्रवाल	Female महिला	--- Select ---	Father Name (in English) Father Name (in Hindi) <input type="text"/>	Mother Name (in English) Mother Name (in Hindi) <input type="text"/>	Select ---	Spouse Name (in English) Spouse Name (in Hindi) <input type="text"/>

< Previous **Save & Next**

[illegible]

After self-verifying the data, user need to e-Sign the application, after successful e-sign, application will be submitted and user can download the enrolment receipt.

After this process, application will be submitted to the First and Second Verifier user for verification.