

### AGREEMENT OF CODICIL

I, Mr./Mrs. \_\_\_\_\_ S/o, W/o Mr. \_\_\_\_\_  
aged about \_\_\_\_\_ Years, Occ: \_\_\_\_\_ H.No./Plot No. \_\_\_\_\_,  
\_\_\_\_\_ Colony/Street \_\_\_\_\_ Village, \_\_\_\_\_ Mandal,  
\_\_\_\_\_ District \_\_\_\_\_ with TSTS SCA Franchisee ID:  
\_\_\_\_\_ Valid From: \_\_\_\_\_ to \_\_\_\_\_ do hereby declare that:

Where as the party herein is an TSTS Franchisee at \_\_\_\_\_, having  
been appointed and authorized to run the Citizen Service Center vide Agreement  
Dated \_\_\_\_\_ entered and executed by and between TSTS and the Party herein to run  
the same at \_\_\_\_\_ Village \_\_\_\_\_ Mandal of  
\_\_\_\_\_ District. State \_\_\_\_\_

Whereas IT E& C Department GoTS as the Registrar, UIDAI and the Commissioner, ESD as  
Enrollment agency(EA), UIDAI, to set up PECs in Telangana through TSTS Franchisees and to run  
the Aadhaar Permanent Enrolment Centres(PECs).

### NOW THEREFORE THIS AGREEMENT OF CODICIL WITNESSETH AS FOLLOWS:

1. Whereas in view of the above the party herein has been selected by the Commissioner, ESD as per the guidelines set forth by the Govt. of Telangana to provide Aadhaar Enrolment services.

2. Whereas the party herein agrees to purchase and install the necessary equipment (i.e. Aadhaar enrolment Kit) for enrolment/modifications of Aadhaar Applications. Party shall be responsible for smooth functioning of equipment including maintenance/repairs/insurance etc.
3. Whereas the party herein further undertakes to intimate ESD and TSTS in advance the names of persons who shall operate the Aadhaar Kit and shall indemnify ESD / TSTS for any loss or damage caused due to operation of the Kit.
4. Whereas the party herein assures to act as a Center Operator to the ESD/TSTS Limited Hyderabad for Operating the PEC.
5. Whereas the party herein declares that he is trained and certified Operator/ Supervisor for enrollment/ Update activities and shall report to the TSTS and the enrolment agency i.e., the Commissioner,ESD That the party herein declares that he will strictly adhere to the TSTS and the Commissioner,ESD and UIDAI guidelines in Operating the PEC.
6. That the party herein undertakes the responsibility for monitoring the operations, center performance, enrollment data security, data uploading to CIDR and synchronization and ensure proper indexing, custody and safe keep of the enrollment /update related documents (Document Management System -DMS).
7. That the party herein undertakes to maintain the record of AADHAR- PEC asset list- details of the items received such as make/ model of the item, quantity of the item, serial no. of the equipment and to submit the details when ever requested by TSTS/ESD.
8. That the party herein undertakes to be fully conversant with all the prescribed processes/guidelines and standard for enrollment of residents under the Aadhaar project and update of their data and strictly adhere to the PEC instructions/guidelines/processes issued from time to time by UIDAI and TSTS/ESD.
9. That the party herein undertakes to honour and pay all the penalties and agrees to abide by all applicable Service Level Agreements (SLA's) as per UIDAI guidelines for performance as mentioned in the PEC agreement of The Commissioner ESD, Hyderabad.
10. That the party herein assures and undertakes to adhere to the highest ethical standards throughout the PEC operations and abide to the stringent action taken by ESD/TSTS upon noticing, receiving information with evidence regarding fraudulent and corrupt practices. He understands that action will be to the extent of cancellingthe service/ contract, blacklisting and criminal proceedings after obtaining due report from the concerned Joint Collector &the Commissioner, ESD.
11. That the party herein undertake to maintain confidentiality of collected resident data (Both demographic and Bio-metric) & shall not disclose to any third parties and further

understand that the undue usage of such confidential information shall result in termination of the agreement.

12. The sharing pattern between TSTS SCA, ESD, Registrar and franchisee is as per the pattern prescribed from time to time and the TSTS SCA, ESD (EA) and Registrar share on Bio and Demo updates should be transferred to TSTS upon intimation by TSTS and Franchisee share on New Enrollments and Bio Updates shall be transferred after deducting due taxes.

13. The general penal charges levied by UIDAI on Registrar and the same shall be imposed on franchisees by TSTS SCA and any specific penalty levied by UIDAI on the concerned franchisee shall be borne by the franchisee duly after receiving a show cause notice from ESD (EA).

14. The franchisees has to download the EOD report (.html & .CSV files) from UIDAI dashboard every day and the same files should be uploaded in TSTS SCA portal Admin Login screen on day to day basis else TSTS reserves the right to take any action as deemed fit on such franchisees.

The declaration, undertaking and indemnity given in paras 1 to 14 are true, given on own volition after having understood the same. The contents have been read out to me in the language known and conversant with.

Sworn and Signed before me

On this the \_\_\_\_\_th day of \_\_\_\_\_, 20\_\_

At Hyderabad, Telangana, **DEPONENT**

SIGNED AND DELIVERED  
by the within named party  
i.e ., under the Head of TSTS.,

Sri\_\_\_\_\_

**Witness:**

1.(Name and signature)

2.(Name and signature)

SIGNED AND DELIVERED  
by the FRANCHISEE  
under the headof

Sri\_\_\_\_\_

**Witness:**

1.(Name and signature)

2.(Name and signature)