

**GOVERNMENT OF ANDHRA PRADESH
SWARNA GRAMAM AND SWARNA WARDUS DEPARTMENT,
VIJAYAWADA.**

From
Sri M. Siva Prasad, I.F.S.,
Director,

To
All the Collectors and District
Magistrates in the State.

RC.No.GWS02-COOR0GOIM(null)/1/2026-DIR/3177179, Dt: 11-03-2026

Sir/Madam,

Sub:-SGSW Department – 3950 Nos Aadhaar Seva Kendras (ASKs) established at SWARNA GRAMAM and SWARNA WARDUs in the State - Not to Assign or Depute Other works to Digital Assistants (DAs)/Ward Education Data Processing Secretaries (WEDPS) who appointed as Aadhaar Supervisors /Operators and Mahila Samrakshana Karyadarishis (Mahila Police) as Aadhaar Verifier - Certain instructions issued – Regarding.

Ref:-

1. This Office Lr RC. No.GWS02-GWSOSM/10/2022-DS, Dt.11/06/2022.
2. Lr RC.No.584/F/GSWS/2022, Dated. 15/12/2022 of the Special Chief Secretary to Government, SGSW Department.
3. This Office Lr RC.No.328/DS/GSWS/E/2025/2716407, Dt. 23/04/2025.

It is to inform that, as per instructions of the Hon'ble Chief Minister of Andhra Pradesh that, to issue Aadhaar Cards to all citizens in the state on saturation mode at the earliest and the SGSW Department has been conducting the Aadhaar Special camps at AWCs, Schools and Colleges on priority basis accordingly.

In this regard, vide reference 1st to 3rd cited, earlier this Department has informed that the establishment of Aadhaar Seva Kendras in the Swarna Gramam / Swarna Wardus and the SGSW functionaries Digital Assistants (Das)/ Ward Education & Data Processing Secretaries (WEDPs) are appointed as Aadhaar Supervisors /Operators who qualified NSEIT Examination with the Coordination of UIDAI and the Mahila Police were appointed as Aadhaar Verifier for checking the submitted documents by the Citizens during the Aadhaar Enrollment/ updating and requested to issue necessary instructions to MPDOs and Municipal Commissioners that not to assign or depute DAs/WEDPs to other works other than work assigned by SGSW Department and shall be available in the office. Additionally, where Mahila Police are unavailable, other SGSW functionaries (excluding DAs and WEDPs) may be appointed.

It is further informed that, during the Special Camps, it is observed that, the Mahila Police are not attending the duties as Aadhar Verifier because they were deputed for other works & surveys which leads overburden to Aadhaar Operators to verify all supporting documents and to do Aadhaar Enrollment and update in timely.

In view of the above, it is once again requested all the District Collectors to issue necessary instructions to MPDOs and Municipal Commissioners that strictly adhere to the previous instructions **NOT** to assign or depute respective DAs/WEDPs who are appointed as Aadhar Operators and Mahila Police as Aadhar verifier to any other works and direct them to exempt DAs/WEDPs and Mahila Police from other works where AEK's established in Swarna Gramam and Swarna Wardus in the State.

Yours faithfully,
M. Siva Prasad I.F.S
Director

Copy to:

The Secretary to Government, SGSW Department for information.

All the MPDOs/Municipal Commissioners in the state for n/a.

All the District SGSW Officials for necessary action.