File No. M-11/16(2)/2015-VAC
NITI Aayog
(Voluntary Action Cell)

Parliament Street,

OFFICE MEMORANDUM

Subject: Generation of Unique ID for the NGOs/VOs through NGO-DARPAN Portal of NITI Aayog for processing their applications for disbursal of Grants.

Reference is invited to NITI Aayog’s communication of even number dated 3rd May, 2016 and subsequent communications on the above subject.

2. As per the decisions taken, NGOs/VOs can sign up on the NGO-DARPAN Portal and obtain the Unique I.D. after furnishing PAN number of the organisation and PAN and Aadhar details of at least three office bearers.

3. The position has now been reviewed with respect to State of Assam. It has been observed that due to state specific problem Aadhaar enrolment in the State of Assam is very slow and further enrolment is likely to take some time. In view of this, NGOs/VOs belonging to the State of Assam have been exempted for the present from uploading Aadhaar details of the office bearers while signing up on the NGO-DARPAN Portal. However, uploading of PAN of the organisation and office bearers (at least three) will continue to be mandatory.

(Sanjiv Sabharwal)
Deputy Secretary to the Govt. of India

Secretaries
All concerned Ministries/Departments,
(As per list enclosed)

Copy to:

1. Sr. PPS to CEO, NITI Aayog
2. PPS to Special Secretary

Copy also to :-

Shri D.K. Panda, Under Secretary, Department of Empowerment of Persons with Disabilities, w.r.t. their OM NO. 26-03/2016-DD-III dated 18th October, 2016.
NITI Aayog  
(Voluntary Action Cell)  
***

LIST OF SECRETARIES

1. Secretary  
   Department of Agriculture, Cooperation & Farmers Welfare  
   Ministry of Agriculture & Farmers Welfare  
   Krishi Bhavan, Dr. Rajendra Prasad Road, New Delhi, 110001

2. Secretary  
   Department of Administrative Reforms and Public Grievances (DARP)  
   Ministry of Personnel, Public Grievances and Pensions  
   5th Floor, Sardar Patel Bhavan, New Delhi, Delhi, 110001

3. Secretary  
   Ministry of Culture  
   C-wing, Shastri Bhawan, New Delhi, 110001

4. Secretary  
   Ministry of Women and Child Development  
   Shastri Bhawan, A - Wing,  
   Dr. Rajendra Prasad Road, New Delhi, 110001

5. Secretary  
   Ministry of Tribal Affairs  
   Shastri Bhawan, A - Wing,  
   Dr. Rajendra Prasad Road, New Delhi, 110001

6. Secretary  
   Department of Sports  
   Ministry of Youth Affairs and Sports  
   C - Wing, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi, Delhi, 110001

7. Secretary  
   Department of Youth Affairs  
   Ministry of Youth Affairs and Sports  
   C - Wing, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi, Delhi, 110001

8. Secretary  
   Ministry of Environment, Forests & Climate Change  
   Indira Paryavaran Bhawan, Jor Bagh Road, New Delhi, 110003
9. Secretary
Department of Commerce
Ministry of Commerce & Industry
Udyog Bhawan, New Delhi, 110011

10. Secretary
Ministry of Earth Sciences
Prithvi Bhawan, Opp. India Habitat Centre, Lodhi Road, New Delhi, 110003

11. Secretary
Ministry of Food Processing Industries
Panchsheel Bhawan, August Kranti Marg, New Delhi, 110049

12. Secretary
Department of Higher Education
Ministry of Human Resource Development
Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi, Delhi

13. Secretary
Department of School Education & Literacy
Ministry of Human Resource Development
Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi, Delhi

14. Secretary
Ministry of Labour and Employment
Shram Shakti Bhawan, Rafi Marg, New Delhi, 110001

15. Secretary
Ministry of Information and Broadcasting
Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi, Delhi

16. Secretary
Ministry of Mines
Shastri Bhawan, C-Wing, Dr. Rajendra Prasad Road, New Delhi, 110001

17. Secretary
Ministry of Minority Affairs
11th Floor, Paryavaran Bhawan, CGO Complex, New Delhi, 110003

18. Secretary
Ministry of Development of North Eastern Region
Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi, 110011

19. Secretary
Ministry of New & Renewable Energy
20. Secretary
Ministry of Panchayati Raj
Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi, 110001

21. Secretary
Ministry of Road Transport and Highways
Transport Bhawan, Sansad Marg, New Delhi, 110001

22. Secretary
Department of Social Justice and Empowerment
Ministry of Social Justice & Empowerment
Shastri Bhawan, C-Wing, Dr. Rajendra Prasad Road, New Delhi, 110001

23. Secretary
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Ministry of Social Justice & Empowerment
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Ministry of Law and Justice
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25. Secretary
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Ministry of Science and Technology
Technology Bhawan, New Mehrauli Road, New Delhi, 110016

26. Secretary
Department of Biotechnology
Ministry of Science and Technology
Block -2, 6 to 8th Floor, CGO Lodhi Road, New Delhi, Delhi, 110003

27. Secretary
Department of Rural Development
Ministry of Rural Development
Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi, Delhi, 110001

28. Secretary
Department of Fertilizers
Ministry of Chemicals and Fertilizers
A - Wing, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi, Delhi, 110001
29. Secretary
Department of Chemicals and Petrochemicals
Ministry of Chemicals and Fertilizers
A-Wing, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi, Delhi, 110001

30. Secretary
Department of Pharmaceuticals
Ministry of Chemicals and Fertilizers
A-wing Shastri Bhawan
Dr. Rajendra Prasad Road, New Delhi-110001

31. Secretary
Department of Health & Family Welfare
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32. Secretary
Department of Aids Control
Ministry of Health & Family Welfare
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33. Secretary
Ministry of Statistics and Programme Implementation
Sardar Patel Bhawan, Sansad Marg, New Delhi, 110001

34. Secretary
Ministry of Tourism
Transport Bhawan, Sansad Marg, New Delhi, 110001

35. Secretary
Ministry of Housing and Urban Poverty Alleviation
Nirman Bhawan, Maulana Azad Road, New Delhi, 110011

36. Secretary
Department of Heavy Industry
Ministry of Heavy Industries and Public Enterprises
Udhyog Bhawan, New Delhi, 110011

37. Secretary
Ministry of Ayush
AYUSH BHAWAN, B Block, GPO Complex, INA,
New Delhi, 110023
38. **Secretary**  
Ministry of Micro. Small & Medium Enterprises  
Udyog Bhawan, Rafi Marg, New Delhi, 110011

39. **Secretary**  
Ministry of Water Resources, River Development and Ganga Rejuvenation  
Shram Shakti Bhawan, Rafi Marg, New Delhi, 110001

40. **Secretary**  
Ministry of Textiles  
Udyog Bhawan, Dr Maulana Azad Road, New Delhi, 110011

41. **Secretary**  
Ministry of Skill Development & Entrepreneurship  
2nd Floor, Shivaji Stadium Annexe, Shaheed Bhagat Singh Marg, Near Connaught Place, New Delhi, 110001

Copy also to:

**Secretary**,  
Ministry of Electronics and Information Technology,  
Electronics Niketan, 6, C G O Complex,  
Opp. CBI Building, Lodhi Road, New Delhi, Delhi 110003