



## SOP on De-linking of Aadhaar/EPIC/KB/Bank a/c from a Farmer Registration



Version 1.0

Date of Release: 26.12.24

It has been reported in some cases from field officials that farmer registrations are observed to have wrong Aadhaar/EPIC/Krishak Bandhu/bank account attached. Or, a bank account may get closed Since in the database Aadhaar, EPIC and KB are kept unique, once they are attached with a wrong farmer, the rightful farmer cannot use the same.

Therefore, a facility has been developed **in the login of the Purchase Officers of CPCs/mCPCs** to de-link an Aadhaar/EPIC/KB/bank account from a farmer registration. The situations when the facility will be relevant are given below:

**Case 1:** A registered and 'Active' farmer approaches the Purchase Centre reporting that his registration is showing an Aadhaar/EPIC/KB ID/bank account which is/are not his, or that the bank account has subsequently been closed by bank.

**Case 2:** A registered but 'Inactive' farmer approaches the Purchase Centre reporting he cannot update his Aadhaar/EPIC/KB ID/bank account since the concerned Aadhaar/EPIC/KB ID/bank account is entered in the FRC of another farmer.

**Case 3:** An unregistered farmer approaches a Purchase Centre with report that he cannot update his Aadhaar/EPIC/KB ID/bank account since the concerned Aadhaar/EPIC/KB ID/bank account is entered in the FRC of another farmer.

In all such cases, the PO will verify the statement of the applicant and will be convinced of its correctness through the following:

- i. Search the credential (Aadhaar/EPIC/KB ID/bank account) in 'Farmer Profile'.
- ii. The farmer registration bearing the same Aadhaar/EPIC/KB ID/bank account will open. The PO will go through all details.
- iii. He will verify the credential (Aadhaar/EPIC/KB ID/bank account) in original document.
- iv. If he is convinced that the Aadhaar/EPIC/KB ID/bank account is indeed wrongly attached, he will proceed for de-linking.
- v. In addition, the PO may also conduct physical enquiry.
- vi. In order no. I/488990/2024 dated 23.02.24 the Department has laid down the procedure for change of bank account in a farmer registration even after successful validation of the same. In the aforesaid order, the role of approver has been given to the DCF&S. So, for de-linking of bank account, the approval order of the DCF&S is a must.

### Login of PO of CPC/mCPC:

1. After the PO has convinced himself of the correctness of the claim of the applicant, he will go to 'Farmer Mgmt' > 'De-link'.
2. Once credential can be de-linked at a time. The PO will proceed as per requirement as following:



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## 3. Aadhaar De-linking:

3.1. The PO will search the farmer from whom he wants to de-link Aadhaar through Aadhaar no.

3.2. When searched, the farmer's name as per farmer registration certificate, Aadhaar no. and name from Aadhaar, KB ID and name from KB (if KB farmer), bank account no. and name from bank (if found matched by bank, it will show 'success') will be shown.

Time in FRC	Aadhaar No	Name as per Aadhaar	KB ID	Name as per KB	EPIC No	Bank Acc No
	9[REDACTED]3	K[REDACTED]A	0[REDACTED]3	K[REDACTED]A CH[REDACTED]A	V[REDACTED]5	3[REDACTED]7

Whether suitable for Delinking

- \* Active Farmer
- \* So far not a single procurement has been done in this season 2024-2025
- \* ELIGIBLE FOR DELINKING

Parameter ID	ID Number	Aadhaar Verification	Remarks	Old Document	File Upload
Aadhaar	9[REDACTED]3	<input type="button" value="EKYC"/>	Select the reason for DeLinking	<input type="button" value="Download"/>	



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3.3. The same screen will also show whether the case is suitable for de-linking.

Time in FRC	Aadhaar No	Name as per Aadhaar	KB ID	Name as per KB	EPIC No	Bank Acc No
JEONATH SINGH	[REDACTED]	K [REDACTED] A	[REDACTED]	K [REDACTED] A	[REDACTED]	[REDACTED]

Whether suitable for Delinking

- \* Active Farmer
- \* So far not a single procurement has been done in this season 2024-2025
- \* ELIGIBLE FOR DELINKING

Parameter ID	ID Number	Aadhaar Verification	Remarks	Old Document	File Upload
Aadhaar	[REDACTED]	EKYC	Select the reason for DeLinking	DownLoad	

3.4. Now, if the PO decides to go for de-linking, he will click on the 'eKYC' button as shown in the above screen. A pop-up screen will open where the PO will do eKYC of the applicant farmer through biometric scan. When eKYC is successful, the name from Aadhaar will show.

Aadhaar Verification

Verify with Biometric

Name as per Aadhaar service

K [REDACTED] A

EKYC completed Successfully.

Ok

\* So far not a single procurement has been done in this season 2024-2025

\* ELIGIBLE FOR DELINKING



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3.5. Now, the PO will select reason for de-linking. Apparently, only one scenario for Aadhaar de-linking can be there. That is, the applicant farmer seeking to de-link his Aadhaar which is wrongly attached with another farmer registration. If any other scenario occurs, the PO can select the 'Other' option and elaborate on it in the given text box.

ID Number	Aadhaar Verification	Remarks	Old Document	File Upload	Action
962546392563	EKYC	Select the reason for DeLinking Select the reason for DeLinking The Aadhaar is mistakenly attached Other reason	Download		De-link

3.6. Next the PO will click on 'De-link' button. He will be shown an alert. If he confirms, the given Aadhaar will be de-linked from the given farmer registration. The PO will be shown this success message.

**Farmer Credentials (Aadhaar, KB, EPIC, Bank Account) Delink**

Select what to delink: Aadhaar Number

Aadhaar Number \*

Get Farmer Details

Farmer Update Confirmation

Aadhar De-Linked Successfully.

Ok

#### 4. Krishak Bandhu De-linking:

4.1. The PO will take 'Krishak Bandhu ID' from the drop down and enter the KB ID and search the farmer.

**Farmer Credentials (Aadhaar, KB, EPIC, Bank Account) Delink**

Select what to delink: Krishak Bandhu ID

Krishak Bandhu ID \*

Get Farmer Details



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- 4.2. Now, the steps as in 3.2 and 3.3 will be repeated.
- 4.3. While doing Aadhaar eKYC, it first needs to be marked whether the applicant farmer seeks to do de-linking from his own registration or from registration of another farmer. Towards this, the PO will select 'Self De-link' if the applicant wants to do de-linking from his own registration. Else, he will select 'Other De-link'.

Aadhaar Verification

Select the DeLinking Type ▾

Select the DeLinking Type

Self DeLink

Other DeLink

Verify with Biometric

Name as per Aadhaar service

OK

- 4.4. Towards Aadhaar eKYC, the PO will enter the Aadhaar no. of the applicant farmer and go for biometric scan.

Aadhaar Verification

Other DeLink ▾

Verify with Biometric

Name as per Aadhaar service

OK



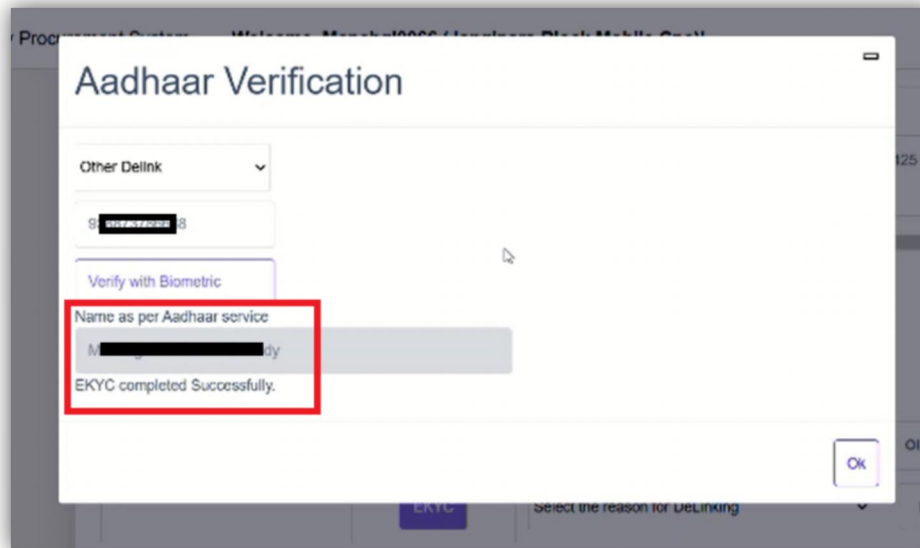
# SOP on De-linking of Aadhaar/EPIC/KB/Bank a/c from a Farmer Registration



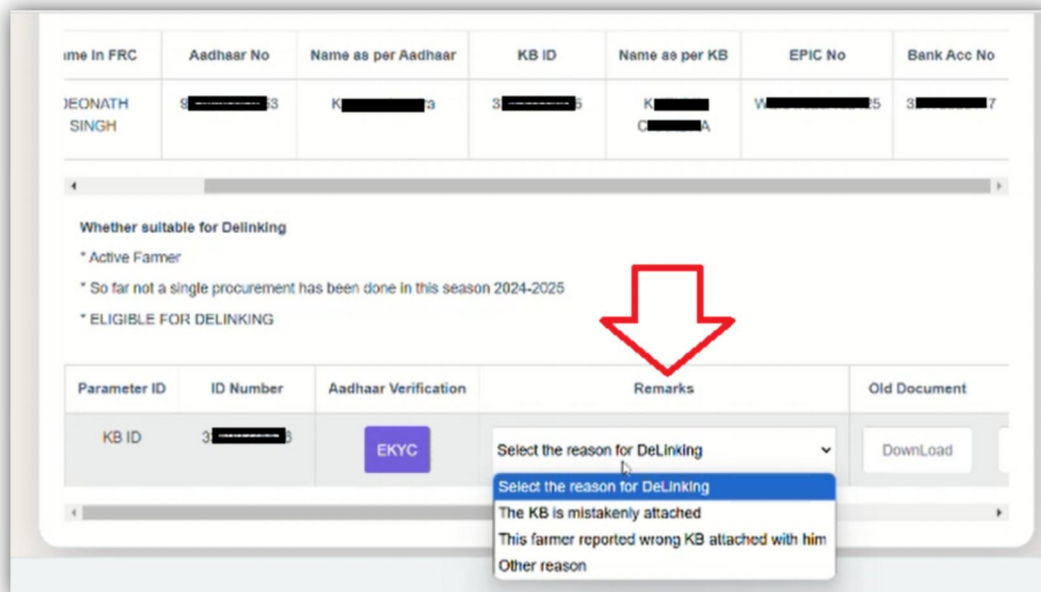
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4.5. If eKYC is successful, the success message as well as name from Aadhaar will show.



4.6. Next, the PO will select reason for de-linking. If at step 4.3 'Self De-link' was selected, the PO will select "this farmer reported wrong KB attached with him". In case of 'Other De-link' the reason will be "this KB is mistakenly attached". If there is any other reason, the PO can select 'Other' and specify the reason in text box.





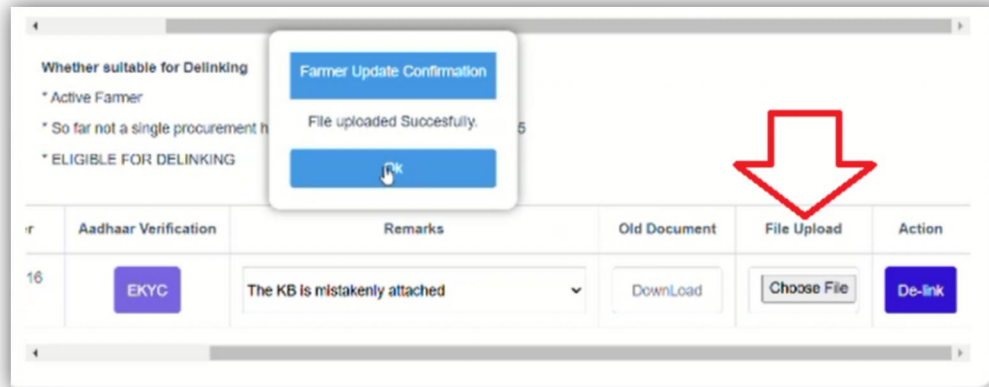
# SOP on De-linking of Aadhaar/EPIC/KB/Bank a/c from a Farmer Registration



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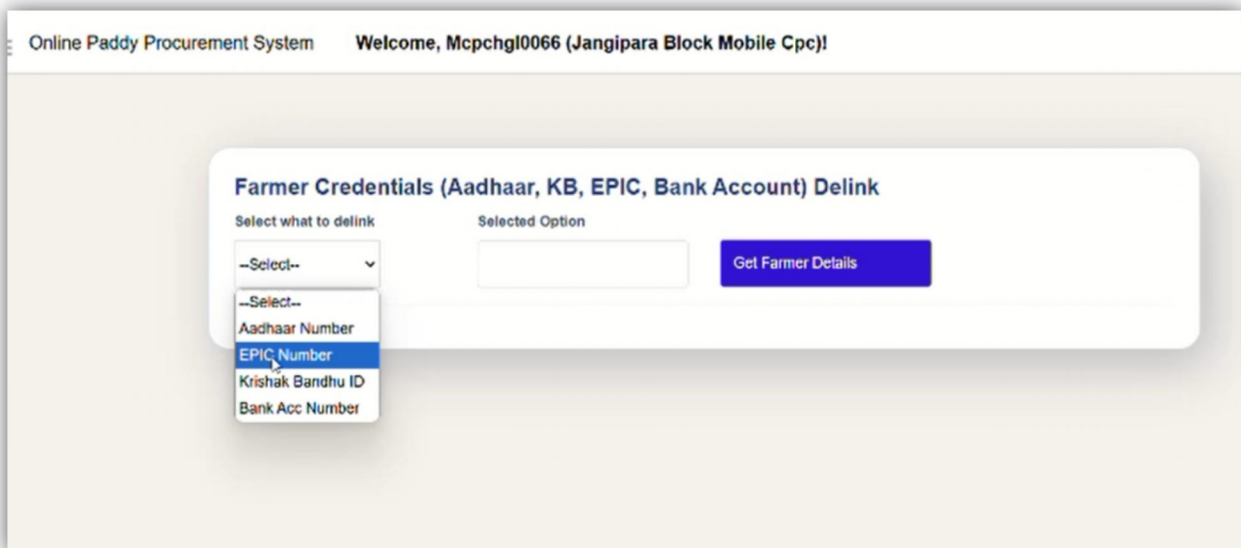
4.7. Next, the PO will click on the 'File Upload' button and upload a file. He may upload his enquiry report or some other document in support of the purported de-linking.



4.8. Finally, he will click on the 'De-link' button. He will be shown an alert. If he confirms, the given KB will be de-linked from the given farmer registration. Since KB and EPIC are to be stored in unison, the EPIC no. and file in the concerned registration will also be removed. The PO will be shown this success message.

## 5. EPIC De-linking:

5.1. For de-linking EPIC from a farmer registration, the PO will search the farmer using EPIC no.



5.2. Now the steps as in 4.2 and 4.5 will be repeated.



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5.3. Next, the PO will select reason for de-linking. If 'Self De-link' was selected, the PO will select "this farmer reported wrong EPIC attached with him". In case of 'Other De-link' the reason will be "this EPIC is mistakenly attached". If there is any other reason, the PO can select 'Other' and specify the reason in text box.

Parameter ID	ID Number	Aadhaar Verification	Remarks	Old Document
EPIC NO	W [REDACTED] 5	EKYC	Select the reason for DeLinking Select the reason for DeLinking <b>The Epic is mistakenly attached</b> This farmer reported wrong EPIC attached with him Other reason	Download Download

5.4. Next, the PO will click on the 'File Upload' button and upload the correct EPIC. He may upload his enquiry report or some other document in support of the purported de-linking.

Farmer Update Confirmation

File uploaded Successfully.

OK

Aadhaar Verification	Remarks	Old Document	File Upload	Action
EKYC	The Epic is mistakenly attached	Download	Choose File	De-link

5.5. Finally, he will click on the 'De-link' button. He will be shown an alert. If he confirms, the given EPIC will be de-linked from the given farmer registration. Since KB and EPIC are to be stored in unison, the KB ID in the concerned registration will also be removed. If it is a non-KB farmer registration only EPIC will be removed. The PO will be shown this success message.

### 6. Bank Account De-linking:

6.1. For de-linking bank account from a farmer registration, the PO will search the farmer using bank account no.





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**Farmer Credentials (Aadhaar, KB, EPIC, Bank Account) Delink**

Select what to delink: --Select--  
Selected Option: [ ]  
Get Farmer Details

--Select--  
Aadhaar Number  
EPIC Number  
Krishak Bandhu ID  
Bank A/c Number

6.2. Now the steps as in 4.2 and 4.5 will be repeated.

6.3. Next, the PO will select reason for de-linking. If 'Self De-link' was selected, the PO will select "this farmer reported wrong bank account attached with him". In case of 'Other De-link' the reason will be "this bank account is mistakenly attached". If the bank account is closed by the bank, he should select "the bank account closed" option. If there is any other reason, the PO can select 'Other' and specify the reason in text box.

**Farmer Details**

Reg.No	Name in FRC	Aadhaar No	Name as per Aadhaar	KB ID	Name as per KB	EPIC No
3270000001	DEONATH SINGH	9 [REDACTED] 3	K [REDACTED] a	0 [REDACTED] 3	K [REDACTED] C [REDACTED]	W [REDACTED]

Whether suitable for Delinking

- \* Active Farmer
- \* So far not a single procurement has been done in this season
- \* ELIGIBLE FOR DELINKING

Parameter ID: Bank, ID Number: 9 [REDACTED] 7, Aadhaar Verification: KYC

Select the reason for DeLinking

- The Bank Account Number is mistakenly attached
- The Bank Account Number is rightly claimed by applicant
- This farmer reported wrong Bank Account Number attached with him
- The Bank Account Closed
- Other reason



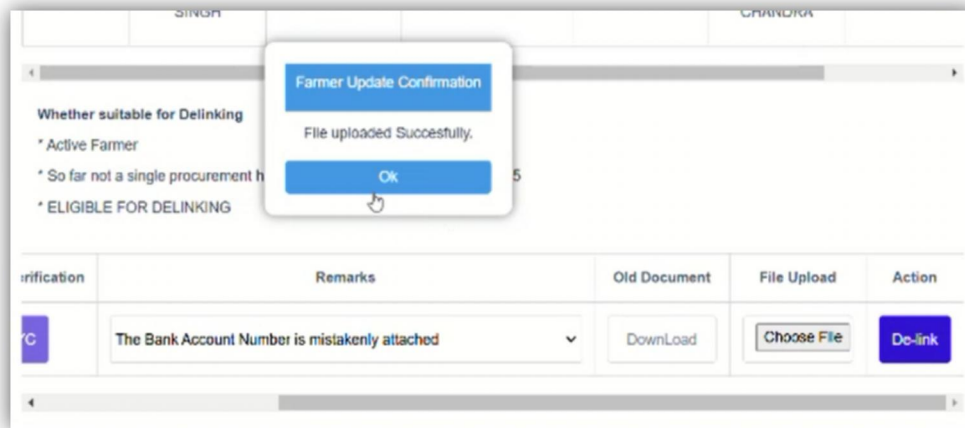
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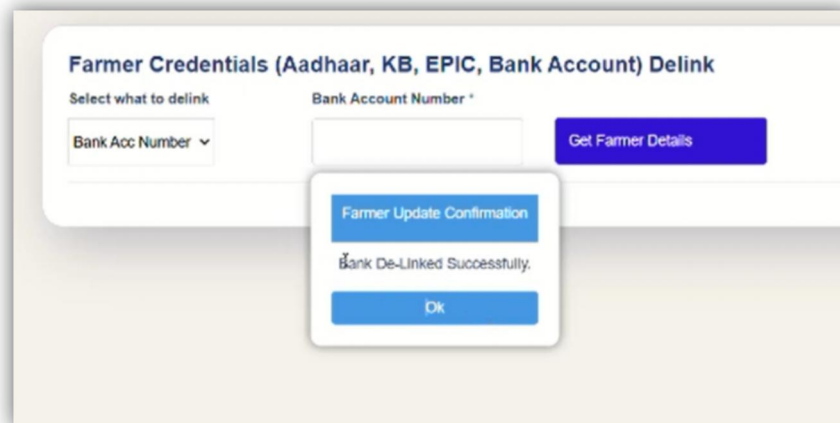
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6.4. Next, the PO will click on the 'File Upload' button and upload the order of the DCF&S. If account is closed, the certificate from bank is to be uploaded. He may upload his enquiry report or some other document in support of the purported de-linking.



6.5. Finally, he will click on the 'De-link' button. He will be shown an alert. If he confirms, the given bank account will be de-linked from the given farmer registration. The PO will be shown this success message.



7. To check the effect of the de-linking, the PO may go to 'Farmer Profile' after de-linking and search the farmer through registration no. The credentials de-linked will be showing as 'Failed'. 'Update' button will remain enabled next to it. The PO may update the correct credential. The farmer himself will also be able to do update.