

# COVID e-Pass Platform Essential Services and Goods Movement

## Overview

COVID e-Pass is a simple, easy to use pass management system which can aid the State Government in enforcing lockdown while ensuring the essential services and industries can operate with minimum hindrance.

## Solution Approach

The ePass system proposes to follow a trust-based approach:

- Organisations chosen by the State will be given a daily quota of ePasses they can be valid at any time.
- Organisations will be entrusted to review and approve all ePass applications within their own process and control. They will be able to bulk generate ePasses for their employees/partners by uploading CSV files on this system.
- The State Government will track the total number of passes by organisation on a real time basis and set state level quota for each Organisation. If an organisation exceeds the quota the pass issuance stops automatically
- The pass is delivered to the applicant in a pdf, SMS and QR code with an Instruction to carry a valid photo ID.
- The ePass can be verified by policemen on the road using a SMS lookup. In addition, a valid govt issued photo ID needs to be produced.
- The State Government will be the pass issuing authority.

## Personas

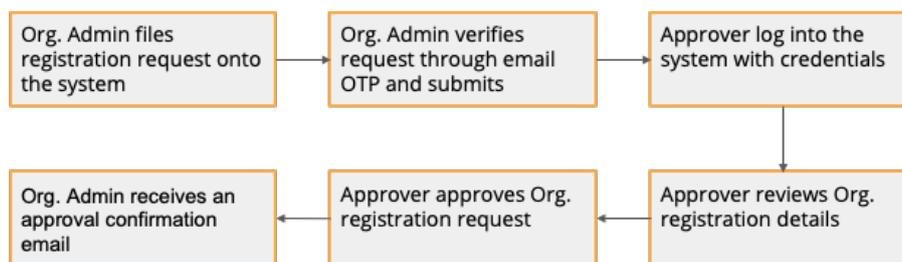
The solution broadly caters to the following personas:

Name	Role
Organisation Requestor	<p>Organizations are establishments providing essential services such as food factories, hospitals, delivery companies, e-commerce etc. who need to get “bulk approvals” for their employees and partners to do their job of transporting goods.</p> <p>The organization applicant must provide the details required as well as upload company authorization letter signed by the authorized signatory with a copy of government ID proof. If Organisations need passes in multiple states, they will need to register themselves in each State, and get approval and quota set at a State level.</p>
Pass Issuing Authority	<p>Pass issuing authority is the entity who runs the ePass system. This can be state level war room or a nodal agency</p> <p>They get dashboards to verify and approve organizations, assign or adjust pass quotas for each Organisation and monitor usage of ePasses.</p>

Pass holder	<p>Pass holders are employees of the organisations or their partners. They are responsible for transportation of essential goods during the Lockdown period.</p> <p>Pass Holders will receive physically printed ePasses. In addition, they will receive an SMS with the pass details. They will need to carry a valid Govt issued ID such as Aadhaar, PAN, Voter ID or Driving License along with the ePass.</p>
Field Verifier	<p>Any person authorised to “verify” passes. This can be police personnel, government officials etc. They can verify passes through an SMS lookup of ePass ID.</p>

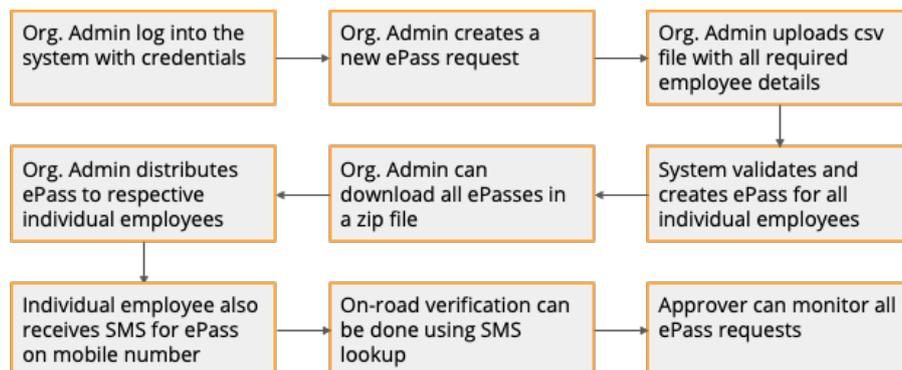
## Solution Details

### Organization Registration Process



- Organizations need to Register by filling a form providing the below details:
  - Name of organization
  - Unique identification (can be GSTN for example)
  - Point of Contact (POC) name
  - Point of Contact email
- When an issuing authority approves their signup request, the POC receives an email with the signup link.

### ePass Generation Process



- The Organisation Point Of Contact (POC) will click on the link and set up their password to access the dashboard.

- Once logged in, the POC is able to request for a pass.
  - POC submits a CSV file containing details of the persons for whom pass is needed. The following information is required:
    - Name
    - Phone number
    - Validity Date
    - Partner Company
    - Valid Location
  - POC can see all such requests on their central dashboard
- Once the passes are generated, POC will be able to download the ePasses for all the applicants. A sample format of the pass has been provided below. Suitable State specific header and footer can be added.
- An SMS is also sent with the details of the ePass to the recipient of the ePass.

<b>PLACEHOLDER FOR STATE GOVT LOGO</b>		<b>COVID ePASS</b>	<b>No.: DE46736</b>
Name of Pass Holder:	XXXXXX YYYYYYYY		
Name of Company:	AAA BBB Ltd		
Supplier/Transporter/Distributor:	XYZ Ltd		
Mobile Number:	1111199999		
Nature of Work:	Distribution/transport/factory		
Valid Till:	11/04/2020		
Valid for Location:	Mumbai, Pune, Nagpur		
<p><i>Holder of this pass/vehicle authorised for Covid-19 essential supply duty.</i></p> <p>For verification, SMS "VERIFY space pass no." (Eg: VERIFY DE46736) on <b>222299999</b></p> <p><b>Pass Valid only when accompanied with Valid Govt ID in name of passholder</b></p> <p><i>Issued by (Put state name here) Government</i></p>			

### Verification Process

- Verifiers can use an SMS lookup service to get the pass details and authenticate the person's ePass. For e.g. The Verifier can send a message "VERIFY <passno>" to the authorised number to get the pass details for verification.

### Issuing Authority Features

- Issuing Authorities get an approvals dashboard where they can:
  - Accept/reject organization signup requests.
  - Track ePasses being generated against the set quota for each organisation. They can change the state level quota setting for each organisation.
  - Issuing Authorities are only created from the backend and no signup forms exist. This is done to ensure maximum security.

COVID- e-pass system has been developed by egovernments foundation. Contact person is Shri Varun Das and his e-mail : [covidpass@egovernments.org](mailto:covidpass@egovernments.org) & mobile no. [8884911776](tel:8884911776).