

Government of NCT of Delhi
Department of Information Technology

9th Level, B wing Delhi Secretariat IP Estate, New Delhi

<https://it.delhi.gov.in>

E-17/2/2022/Dir(DeGS) / Computer No- 042708395 / 5651-5730 dated: 06/09/2024

CIRCULAR

Subject: Use of Gov.in/Nic.in email ID for official communication.

May please refer to the this office circulars issued vide E-17/4/2022/Dir(DeGS) / Computer No- 042708413/6595-6674 dated 05.10.2023 & E-17/4/2022/Dir(DeGS) / Computer No- 042708413/7610-89 dated 30.10.2023 regarding Do's & Don'ts and MeitY Email Policy on the subject cited above (copy enclosed).

In this connection, it is to inform that Cyber and information security is a niche area and is the prime concern for the Government, hence, all departments are requested to provide attention to Cyber Security.

In pursuit of this, all departments must ensure the adoption of Do's & Don'ts to avoid any cyber-incident within the Government. Further, it is also mandatory for all departments to use Government/NIC email ID for any type of official communication with in the Government. Third party email services should not be used for official communication.

All departments are requested to submit to the O/O the CISO, Delhi, that the "Compliance Certificate confirming that all official communication is on official Govt. email".

This issues with the prior approval of Pr. Secretary-IT.

(K.Murugan)

Chief Information Security Officer (CISO), Delhi

Encl: A/a

To,

1. All ACS/Pr.Secretaries/Secretaries/HoDs
2. All Local Bodies/Boards/Commissions, Govt. of NCT of Delhi

Copy for information to:

1. SO to Chief Secretary, GNCTD
2. PS to Pr. Secretary (IT), GNCTD