

**Government of NCT of Delhi**  
**Information Technology Department**  
**9<sup>th</sup> Level, B-Wing, Delhi Secretariat.**

A-13/2015/Dir(DeGS)-Secy(IT)-PART1 file/CD No. 042701434/4472-4574 Date: 06/06/2025

**ORDER**

In continuation of IT Department Circular No. A-13/2015/Dir(DeGS)-Secy(IT)-PART1 file/CD No. 042701434 /4352-4411 dated: **06/06/2025** and in compliance of directions issued by Worthy Chief Secretary in Senior Officers Meeting held on **07/06/2025**, it is hereby ordered that all DPAs / SAs / SSAs posted in different department /offices of GNCT Delhi shall ensure as under:

- i. Online application for accessing eOffice platform through Web- VPN facility by the Deputy Secretary level and above officers posted in the department be submitted on the <https://eforms.nic.in> as per the SOP enclosed with IT Department Circular mentioned above.
- ii. To follow up with concerned officers of the NIC for approval of the Web-VPN online applications as submitted above in para(i).
- iii. The above tasks are to be completed latest by **18/06/2025**.
- iv. A certificate in his regard be submitted to IT Department latest by **18/06/2025** by the concerned DPAs / SAs / SSAs (whosoever in the senior most IT officers posted in their department)
- v. A list of all the officers of their department for whom Web-VPN online applications has been submitted by the DPAs / SAs / SSAs may be prepared and updated on daily basis in the Google form link given below <https://forms.gle/fjGmj3YHo6PfqwxSA> .
- vi. SIO, NIC Delhi state to ensure timely processing and approving the online application for Web-VPN on priority basis and NIC coordinator (Web-VPN) may forwarded the Web-VPN approved report to [gnctd-eoffice-team@delhi.gov.in](mailto:gnctd-eoffice-team@delhi.gov.in) on daily basis.
- vii. Non-compliance of these directions may invite disciplinary action as deemed fit.

This issues with the approval of competent authority.

  
**(K MURUGAN)**  
**JOINT DIRECTOR (IT)**

**To**

1. SIO, NIC Delhi State.
2. Joint Directors(IT)/Sr. System Analyst(s)/System Analyst(s)/ DPA(s)

**Copy for information:**

1. All ACSs/Pr. Secretaries/Secretaries/HODs/ Academic Bodies /All Local Bodies/ Boards/Commissions, Govt. of NCT of Delhi
2. Secretary to Hon'ble Chief Minister, GNCTD.
3. Secretary to Hon'ble Minister (IT), GNCTD.
4. SO to Chief Secretary, GNCTD.
5. PS to Secretary (IT), GNCTD.
6. PA to Special Secretary (IT), GNCTD
7. Website In-charge to upload the circular on Web-portal of IT Department, GNCTD
8. Guard file