

Information Technology Department
Government of N.C.T. of Delhi
9th Level, 'B' Wing, Delhi Secretariat
I.P. Estate, New Delhi-110002

No. E-13014/2/2015-Dev./ 2659-2778

Dated:07/08/2018

CIRCULAR

It has been noticed that the departments are not updating the contents of their respective websites even though each department has been provided with Login I.D. and Password for this purpose.

2. Competent Authority has reviewed the same and directed that all the Pr. Secretaries / Secretaries/ HODs should ensure that the websites of their departments are updated regularly.

3. It has also been desired that the Head of the Department shall submit a certificate in the enclosed proforma, certifying that the website of his/her department has been updated and all relevant contents have been uploaded thereupon. The details of the Nodal Officers, (nominated by designation) may also be indicated.

4. In case of any difficulty in updation of the website, the Nodal Officer may contact the Dy. Secretary (IT) /Joint Director (IT) on following numbers.

Dy. Secretary: 2339-2457

Jt. Director : 2339-2311



(Ajay Chagti)
Special Secretary (IT)

To
All Principal Secretaries/Secretaries/HODs
Government of N.C.T. of Delhi.

(NAME OF THE DEPARTMENT)

CERTIFICATE

Shri / Smt. _____ (Mbl: XXXXXXXXXXXXX) has been nominated as Nodal Officer of this department for the purpose of coordinating with the Information Technology Department for up-dation of Website of this department.

Further it is certified that the Website of this department has been updated as on _____.

(Name of the HOD)
Designation:

To

The Secretary,
Department of Information Technology
Government of N.C.T. of Delhi.

(Note:- To be sent on 7th Day of each month)