

Govt. of NCT of Delhi
Department of Information Technology
9th Floor, B Wing, Delhi Sachivalaya, Delhi -110002

F.No: F10(21)/2007/IT/Part-V/ 105-279

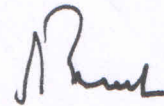
Date: 15/01/15

CIRCULAR NO. 1/2015

Department of Information Technology, Government of NCT of Delhi is providing support to the Departments in uploading and maintenance of Departmental websites based on Content Management Services (CMS). Department of Information Technology has already provided the User-Id and password to the departments and also imparted training for updating/uploading the contents using Content Management Services from time to time.

In order to streamline the usage of CMS, you are requested to provide the details of nodal officer responsible for maintenance of the departmental website in the enclosed Performa (Annexure-I). The nodal officer may be authorized to contact the support team at email id webupdate@nic.in and m.sreekanth@nic.in in case any help required.

Details of the nodal officers in Annexure-I may be sent within one week from the receipt of this circular. Departments are also requested to intimate the change of nodal officer immediately to avoid any inconvenience. Department of Information Technology will not entertain communication for updation from any other Officer/Officials.



(Arun Baroka)
Secretary (IT)

Encl.:- As above

To

All Pr. Secretaries/ Secretaries/HODs
Govt. of NCT of Delhi

Annexure-I

Name of the Department : _____

Departmental Website Address : _____

Name of the Nodal Officer : _____

Designation of the Nodal Officer : _____

Office Address : _____

Email ID : _____

Contact Number Office : _____

Mobile : _____

Signature of Head of the Department

Name of HOD : _____

Designation : _____

Date : _____