

COMPUTER DIVISION
DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF N.C.T. OF DELHI

NO: COMP.DIV/DD(IT)/2018/D-666

DATE: 14/9/18


Circular

Subject : Creation of NIC email ID for enrollment in of e-office portal.

In view of smooth functioning of e-office in DUSIB it is requested that officers who have recently joined DUSIB and all other officers/officials who have not yet created NIC email ID may get their NIC email ID created for enrollment in e-office portal. Following Link is available on Home page of DUSIB website to create NIC email ID

<Download> → <Forms> → < e-office related forms> → < Employee Master Form & Single User Creation form > → <Single User Creation form>

Click on single user creation form to create NIC email ID. After creation of NIC email ID you are requested to send employee Master Digital Form to Computer Section for enrollment in e-office portal. This issued with prior approval of Member Admin.

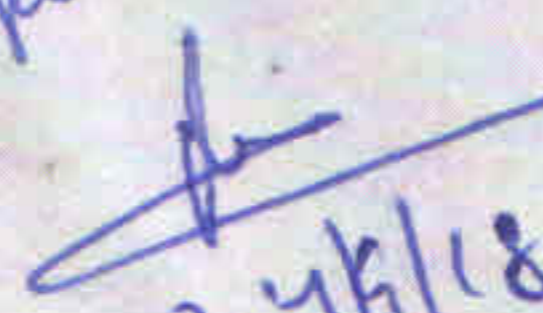

Dy. Director(IT)-II
PARVEEN SHARMA
Dy. Director (System)

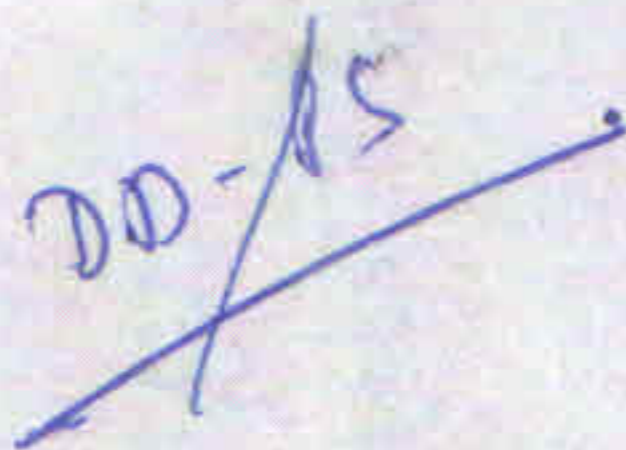
Distribution:

All Deputy Directors *Sh. Ashok Joseph*
DD (S4)

Copy for kind information

1. Member (Admin)
2. CE(IT)

upload also

24/9/18

DD-AS


Pl. upload on Website.

Prag (Deepak)



24/09/18

R-935 (DD(S&F) 1-P)
24/9/18