



कार्यालय रक्षा लेखा महानियंत्रक  
उलान बटाररोड, पालम, दिल्ली छावनी-110010

O/o The Controller General Of Defence Accounts

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 01125665761,762

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(Through CGDA Website)

Mech/IT&S/148/Internet/Vol-II

Date 02.05.2023

To,

All PCsDA/CsDA

All PIFA/IFA

Subject: New Creation/modification of NIC email IDs

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It has been noticed that offices while having difficulties with NIC mail Ids, have been directly contacting NIC officials & delegated admin against the HQrs directions.

2. Therefore, it has been decided that all requests for updation/creation of email Ids should be routed through a nodal offices. A nodal officer for emails ids may be got nominated in each PCDA/CDA. The details may be forwarded to Hqrs. office in the following format by 12.05.2023.

| Sl. No. | Name of officer | Email Id | Contact details |
|---------|-----------------|----------|-----------------|
|         |                 |          |                 |

3. It will be the duty of the concerned nodal officer to ensure the veracity of the details being sent to Hqrs office. Further, any change is required in existing email ID, following information is required to be forwarded to the following email Id:

[nicmail.dad@hub.nic.in](mailto:nicmail.dad@hub.nic.in).

- Name of the officer & Designation:
- Date of Birth and Date of Superannuation:
- Registered old Mobile No and New Mobile No:
- Office Landline no of the officer:
- NIC email id that has to be updated:
- Action will be taken only on those requests which are being sent through proper channel.

4. Difficulty, if any may be brought to the notice of the officials mentioned below:

| Sl.No. | Name of Officer                                | Contact details |
|--------|--|-----------------|
| 1.     | Sujit Kumar,AO                                 | 9310690858      |
| 2.     | D.K Sinha,AAO                                  | 9871465329      |
| 3.     | Vinay Chauhan, Auditor( for Technical support) | 8010103016      |

Sr. ACGDA (IT) has seen.

  
Accounts Officer  
(IT&S)