

ORISSA HIGH COURT: CUTTACK
Letter No. 10357(30) Dated 10.12.2013

From

R. K. Pattanaik,
Central Project Coordinator,
Orissa High Court, Cuttack

To

District Judge (All)

Sub: Email ID and Digital Signature Certificate (DSC) of Judicial Officers
Sir/ Madam,

We are sending application form for email account in respect of judicial officers under NIC mail domain for being circulated and onward transmission of the same to the e-Committee, Supreme Court of India and is appended herewith.

In respect of 323 judicial officers email account have been created, the list of which is attached hereunder. We are not sure whether the said judicial officers have activated the email account and therefore, it is requested that in case of account being deactivated for non-use, necessary steps may be taken either by adopting the procedure of the e-Committee, Supreme Court of India vide circular dated 27th April, 2013 or by applying in the prescribed format enclosed herewith and to send a test mail to cpc-ori@aij.gov.in preferably within 7 days. It is informed that, as per the instruction of e-Committee, Supreme Court of India an email account stands deactivated, if not used for 90 days and gets deleted after a period of 9 months from the date of deactivation, if no request for activation is received. It is therefore requested that, immediate steps may be taken to activate defunct email accounts by following the procedures of the e-Committee, Supreme Court of India.

As regards DSC, the request form is sent herewith for creation of signature certificates of judicial officers and the same may be immediately circulated for filling up the particulars and to return back the forms to the Court for being dispatched to NIC. The judicial officers may be advised to read the instructions overleaf the request form and also the annexed addendum carefully while filling up the forms. For creation of DSC an official email ID is necessarily required, however, in the absence of the same the concerned judicial officers may be instructed to create a private email ID immediately and to keep the account activated regularly. The judicial officers who have already submitted the DSC request forms need not apply afresh.

Yours Sincerely,

Enclosure: 11 sheets

R. K. Pattanaik
Central Project Coordinator
Orissa High Court, Cuttack

eCommittee, Supreme Court of India

A-313, Loknayak Bhawan, Khan Market, New Delhi-110003. Phone Nos. 011-24632071-72,
Fax No. 011-24632074 email: ecommittee@indianjudiciary.gov.in, web: www.ecommittee.nic.in

Application Form for Email Account for Judicial Officers under NIC mail domain indianjudiciary.gov.in																				
Instructions: Please give all dates in DDMMYYYY format i.e. 15081947 for 15 th August, 1947. All fields are compulsory. Put a tickmark (✓) in Gender, Cadre & Yes/No replies. Please read the terms & conditions. <u>This form will be processed only if printed on both sides of the paper.</u>																				
First Name:		Dr.	Mr.	Ms.																
Middle Name:																				
Last Name:																				
Date of Birth:				1	9	Gender:		Male	Female											
Place of Posting:																				
Designation:																				
Cadre:		Civil Judge			Senior Civil Judge			District Judge			Please affix your self-attested passport size photograph									
Date of Appointment:						Date of Superannuation:				2						0				
Office Address:																				
Residential Address:																				
Tel. No		(O)								(R)										
Mobile No.																				
Whether already having official email ID?				Yes	No	If yes, give full email ID below:														
Alternate personal email ID for password retrieval:																				
Preferred email IDs in order of preference:		(i)												@indianjudiciary.gov.in						
		(ii)												@indianjudiciary.gov.in						
		(iii)												@indianjudiciary.gov.in						
Terms & Conditions																				
1. If all the preferred email IDs are not available, any proper email ID shall be allotted as per email address policy of NIC. Suffix may have to be added to make the email ID / login ID unique across the domain.																				
2. The password of email account shall have to be kept confidential and changed regularly e.g. once every 3 months by the user. If the account is hacked/hijacked by unscrupulous elements due to non changing of the password or due to voluntary disclosure of password to																				

Email IDs Allotted - Orissa High Court

Sr.No.	Name of Judicial Officer	Designation	Email ID Allotted
1	A. Baisekhar Naidu	Dist. & Sessions Judge	absnaidu@indianjudiciary.gov.in
2	Abhijeet Palei	JMFC	abhijeetpalei@indianjudiciary.gov.in
3	Abhilash Senapati	Addl. CJJD cum JMFC	abhilashsenapati@indianjudiciary.gov.in
4	Agast Kumar Sahoo	Civil Judge	aksahoo@indianjudiciary.gov.in
5	Ajanta Sadangi	Senior Civil Judge	ajantasadangi@indianjudiciary.gov.in
6	Ajay Kumar Dey	Dist. & Sessions Judge	ajaydey@indianjudiciary.gov.in
7	Ajay Kumar Pradhan	SDJM cum Civil Judge	p.ajaykumar@indianjudiciary.gov.in
8	Ajaya Kumar Pradhan	SDJM	ajaypradhan@indianjudiciary.gov.in
9	Ajit Kumar Pattnaik	Dist. Judge	ajitpattnaik@indianjudiciary.gov.in
10	Ajit Kumar Singh	Registrar	ajitkumarsingh@indianjudiciary.gov.in
11	Akhil Kumar Paschimakabati	Civil Judge cum SDJM	p.akhilkumar@indianjudiciary.gov.in
12	Akshaya Kumar Misra	Judicial Member	akshayamisra@indianjudiciary.gov.in
13	Alekha Kumar Pradhan	JMSC	alekha@indianjudiciary.gov.in
14	Alpana Swain	JMFC	alpanaswain@indianjudiciary.gov.in
15	Amar Kumar Das	Addl. Dist. Judge	amarkumardash@indianjudiciary.gov.in
16	Amaresh Mohapatra	Civil Judge	amareshmohapatra@indianjudiciary.gov.in
17	Amaresh Nayak	Civil Judge	amareshnayak@indianjudiciary.gov.in
18	Ambuja Mohan Das	Chief Judicial Magistrate	amdas@indianjudiciary.gov.in
19	Amit Swaroop Kumar Setha	Civil Judge cum JMFC	amitswaroopsetha@indianjudiciary.gov.in
20	Amiya Kumar Sahoo	Chief Judicial Magistrate	amiyaksahoo@indianjudiciary.gov.in
21	Amiya Ranjan Jena	S.D.J.M.	ariena@indianjudiciary.gov.in
22	Amod Chandra Barik	Special Judicial Magistrate	amodchandrabarik@indianjudiciary.gov.in
23	Anand Narayan Maharana	Secretary, DLSA Puri	anandmaharana@indianjudiciary.gov.in
24	Anil Kumar Dutta	Senior Civil Judge	akdutta@indianjudiciary.gov.in
25	Anita Sahoo	Senior Civil Judge	anitasahoo@indianjudiciary.gov.in
26	Anjali Kumari Padhy	JMFC	anjali@indianjudiciary.gov.in
27	Anjan Kumar Das	Judge Family Court	anjankumardas@indianjudiciary.gov.in
28	Anup Ranjan Pattanaik	SDJM	anuprattanaik@indianjudiciary.gov.in
29	Aparna Mohapatra	JMFC	aparnamohapatra@indianjudiciary.gov.in
30	Arabinda Kumar Guni	Chief Judicial Magistrate	akguni@indianjudiciary.gov.in
31	Arun Kumar Mishra	Special Judge (Vigilance)	arunkmishra@indianjudiciary.gov.in
32	Arun Pattnaik	Civil Judge cum JMFC	arunpattnaik@indianjudiciary.gov.in
33	Ashish Kumar Tripathy	AC Endowments, Cutback	asishtripathy@indianjudiciary.gov.in
34	Ashok Kumar Acharya	Dist. & Sessions Judge	akacharya@indianjudiciary.gov.in
35	Ashok Kumar Agarwala	JMFC	akagarwala@indianjudiciary.gov.in
36	Ashok Kumar Pahi	SDJM	ashokpahi@indianjudiciary.gov.in
37	Ashutosh Dash	Addl. CJ(JD) - SDJM	ashutoshdash@indianjudiciary.gov.in
38	Asjama Mohapatra	Civil Judge cum JMFC	ashamohapatra@indianjudiciary.gov.in
39	Aswini Kumar Mahapatra	Chief Judicial Magistrate	akmahapatra@indianjudiciary.gov.in
40	Aurobindo Pattanaik	Secretary, DLSA	aurobindopattanaik@indianjudiciary.gov.in
41	Avinandita Panda	JMFC	avinandita@indianjudiciary.gov.in
42	Badri Narayan Nanda	Civil Judge	badrinanda@indianjudiciary.gov.in
43	Baisampayan Kar	Addl. Dist. Judge	baisampayan@indianjudiciary.gov.in
44	Bama Sankar Mishra	Senior Civil Judge	bamasankarmishra@indianjudiciary.gov.in
45	Banali Tripathy	JMFC	banalitripathy@indianjudiciary.gov.in
46	Bandana Kar	SDJM	kar.bandana@indianjudiciary.gov.in
47	Basudev Acharya	Addl. Civil Judge cum JMFC	basudevacharya@indianjudiciary.gov.in
48	Basudev Dash	Special Judicial Magistrate	basudevash@indianjudiciary.gov.in
49	Basudev Panda	Addl. CJM (SPL)	basudev@indianjudiciary.gov.in
50	Bhagabat Prasad Panda	Judicial Magistrate	bppanda@indianjudiciary.gov.in
51	Bhagya Laxmi Rath	Addl. Civil Judge Sr. Division	blrath@indianjudiciary.gov.in
52	Bhikan Charan Rout	Judge Family Court	bcrou@indianjudiciary.gov.in
53	Bibhu Prasad Panda	Nyayadhikan	bppanda@indianjudiciary.gov.in
54	Bidhan Kumar Chandra	Senior Civil Judge	bidhankumarchandra@indianjudiciary.gov.in
55	Bijay Kumar Dash	Registrar Administration	dashbijay@indianjudiciary.gov.in
56	Bijaya Kumar Mishra	Registrar Civil Courts	bijayamishra@indianjudiciary.gov.in
57	Bijaya Kumar Patra	Addl. Civil Judge	bijayapatra@indianjudiciary.gov.in
58	Bijaya Narayan Mishra	Dist. & Sessions Judge	bijaynmishra@indianjudiciary.gov.in
59	Bijoy Ketan Mohanty	Registrar (Jud.) O.H.C.	bijoyketan@indianjudiciary.gov.in
60	Bikash Chandra Dey	SDJM	bikashchandra@indianjudiciary.gov.in

Email ID Allotted - Orissa High Court

Sr.No.	Name of Judicial Officer	Designation	Email ID Allotted
61	Bikram Kumar Prodhon	Senior Civil Judge	bikramprodhon@indianjudiciary.gov.in
62	Bikram Pattnaik	SDJM	bikrampattnaik@indianjudiciary.gov.in
63	Bilasini Sahoo	Senior Civil Judge	bilasinisahoo@indianjudiciary.gov.in
64	Bimal Kumar Chand	Adhoc Addl. Dist. Judge, FTC	bkrchand@indianjudiciary.gov.in
65	Binod Behan Sahoo	JMSC	binodsenu@indianjudiciary.gov.in
66	Bira Kishore Biswal	Registrar (Inspection)	bk.biswal@indianjudiciary.gov.in
67	Biraja Prasad Dutta	Addl. Dist. Judge	bpdutts@indianjudiciary.gov.in
68	Biranchi Narayan Mohanty	Special Judge (Vigilance)	biranchimohanty@indianjudiciary.gov.in
69	Biranchi Prasad Padhy	Special Judicial Magistrate	biranchipadhy@indianjudiciary.gov.in
70	Bishnu Prasad Mishra	Civil Judge	bpmishra@indianjudiciary.gov.in
71	Bishnudev Jena	JMSC	bishnudevjena@indianjudiciary.gov.in
72	Biswa Bisula Kar	JMFC	bbkar@indianjudiciary.gov.in
73	Biswaji Mohanty	Senior Civil Judge	biswajimohanty@indianjudiciary.gov.in
74	Biswaranjan Pattnaik	Registrar Civil Courts	biswapattnaik@indianjudiciary.gov.in
75	Bisweswar Bisnoprakash Ray	JMSC	bisweswarray@indianjudiciary.gov.in
76	Bisworanjan Behera	ACJ(JD) cum JMFC	bbheera@indianjudiciary.gov.in
77	Chakra Dhar Kar	Commissioner of Endowment	clakradhakar@indianjudiciary.gov.in
78	Chhayakanta Dash	Civil Judge	chhayakantadash@indianjudiciary.gov.in
79	Chinmoy Misra	Addl. Civil Judge cum JMFC	chinmoymisra@indianjudiciary.gov.in
80	Chinta Mani Panda	Registrar	chintamanipanda@indianjudiciary.gov.in
81	Chitta Ranjan Mohapatra	Registrar OHRC	crmohapatra@indianjudiciary.gov.in
82	Chittaranjan Mishra	JMFC	chittaranjanmishra@indianjudiciary.gov.in
83	Damodar Rath	JMFC	rathdamodar@indianjudiciary.gov.in
84	Debadutta Debi	Senior Civil Judge	debaduttadebi@indianjudiciary.gov.in
85	Debasis Panda	SDJM	debasispanda@indianjudiciary.gov.in
86	Debasis Rout	Senior Civil Judge	debasirout@indianjudiciary.gov.in
87	Deepak Ranjan Sahoo	Civil Judge cum JMFC	deepakranjan@indianjudiciary.gov.in
88	Dhanurdhar Senapati	Secretary, DLSA, Keonjhar Odisha	dsenapati@indianjudiciary.gov.in
89	Digambar Prusty	Senior Civil Judge	digambarprusty@indianjudiciary.gov.in
90	Dilip Kumar Mishra	Senior Civil Judge	dilipkmishra@indianjudiciary.gov.in
91	Dilip Kumar Sahoo	Addl. CJJD cum JMFC	dkshoo@indianjudiciary.gov.in
92	Dilip Kumar Biswal	SDJM	dkbiswal@indianjudiciary.gov.in
93	Dukhishyam Chaudhary	Dist. Judge	dukhishyam@indianjudiciary.gov.in
94	Durga Charan Mishra	Senior Civil Judge	durgacharanmishra@indianjudiciary.gov.in
95	Durga Prasanna Chaudhry	Director	opchaudhry@indianjudiciary.gov.in
96	Durga Sankar Mishra	Addl. Dist. Judge	durgasankarmishra@indianjudiciary.gov.in
97	Dyumatazen Nayak	Registrar Civil Courts	dsnayak@indianjudiciary.gov.in
98	Enumusa Bighneswar Rao	SDJM	ebrao@indianjudiciary.gov.in
99	Epar Vasudeva Rao	Special Judge Special Court	eparvasu@indianjudiciary.gov.in
100	Ganeswar Pati	Senior Civil Judge	ganeswarpati@indianjudiciary.gov.in
101	Gangadhar Pati	Civil Judge	gdpati@indianjudiciary.gov.in
102	Gautam Sharma	ADJ-cum-Vigilance Judge	gautamsharma@indianjudiciary.gov.in
103	Gayadhar Panigrahi	Special Judicial Magistrate	gpanigrahi@indianjudiciary.gov.in
104	Geeta Mohanty	Senior Civil Judge	geetamohanty@indianjudiciary.gov.in
105	Girija Prasad Manapatra	Civil Judge cum SDJM	girijamapatra@indianjudiciary.gov.in
106	Girish Kumar Gose	Special Judicial Magistrate	girishghose@indianjudiciary.gov.in
107	Gobinda Chandra Panigrahi	Addl. Dist. Judge	gcpanigrahi@indianjudiciary.gov.in
108	Gopal Chandra Behera	Addl. Dist. Munsif	gopalbehera@indianjudiciary.gov.in
109	Goun Mali Maharana	Senior Civil Judge	gounmaharana@indianjudiciary.gov.in
110	Gtata Ranjan Mohanty	Senior Civil Judge	grmohanty@indianjudiciary.gov.in
111	Gundicha Samantasinghar	Civil Judge cum SDJM	gsamantasinghar@indianjudiciary.gov.in
112	Gyan Ranjan Padanayak	Civil Judge	gripadanayak@indianjudiciary.gov.in
113	Gyana Ranjan Purohit	Dist. & Sessions Judge	gyanapurohit@indianjudiciary.gov.in
114	Hara Prasad Padhy	Civil Judge cum JMFC	haraorasad@indianjudiciary.gov.in
115	Hara Prasad Pattnaik	SDJM cum Civil Judge	hppattnaik@indianjudiciary.gov.in
116	Harpriya Dash	Chief Judicial Magistrate	harpriyadas@indianjudiciary.gov.in
117	Hemanta Kumar Sethi	Registrar Civil Courts	hksethi@indianjudiciary.gov.in
118	Himansu Sekhar Biswal	Addl. Civil Judge cum JMFC	himansubiswal@indianjudiciary.gov.in
119	Himansu Sekhar Singh	Addl. Civil Judge	himansusingh@indianjudiciary.gov.in
120	Hiranmaya Bisoi	Addl. Dist. Judge	hbisoi@indianjudiciary.gov.in

Sr.No.	Name of Judicial Officer	Designation	Email ID Allotted
121	Hrusikeshu Acharya	Civil Judge	hrusikeshu.acharya@indianjudiciary.gov.in
122	Indira Priyadarshini	JMFC	indrapriyadarshini@indianjudiciary.gov.in
123	Jadumani Mishra	Registrar Civil Courts	jadumanimishra@indianjudiciary.gov.in
124	Janaki Biswal	JMFC	janakbiswal@indianjudiciary.gov.in
125	Jatindra Mohan Behera	Senior Civil Judge	jatindra.gps@indianjudiciary.gov.in
126	Jatindra Prasad Das	Registrar General, OHC	jatindrprasad@indianjudiciary.gov.in
127	Jeevan Jyoti Rath	Law Officer	rath.jeevanjyoti@indianjudiciary.gov.in
128	Jiban Ballav Das	Adhoc ADJ (FTC-I)	jbballavdas@indianjudiciary.gov.in
129	Jitendrya Hota	Special Judicial Magistrate	jitendryahota@indianjudiciary.gov.in
130	Jyotirmayee Acharya	Civil Judge	jyotirmayee@indianjudiciary.gov.in
131	Kailash Chandra Swain	Addl. Chief Judl. Magistrate	kailashswain@indianjudiciary.gov.in
132	Kaman Dharma Rao Dora	Addl. Dist. Judge	kdharmarao@indianjudiciary.gov.in
133	Kiran Kumar Pradhan	JMFC	kiran-ks@indianjudiciary.gov.in
134	Kiran Kumar Pradhan	Addl. Civil Judge cum JMFC	kiranpradhan@indianjudiciary.gov.in
135	Kishore Chandra Mahapatra	Senior Civil Judge	kmahapatra@indianjudiciary.gov.in
136	Kishore Chandra Mahapatra	Addl. Dist. & Sessions Judge	kishorecm@indianjudiciary.gov.in
137	Krusana Chandra Rath	Senior Civil Judge	korath@indianjudiciary.gov.in
138	Krushna Chandra Behera	Secretary, DLSA Kalahandi	krushnacbehera@indianjudiciary.gov.in
139	Lalendu Jena	Civil Judge	lalalendujena@indianjudiciary.gov.in
140	Lalit Kumar Dash	Senior Civil Judge	lkdash@indianjudiciary.gov.in
141	Lalit Mohan Mishra	ADJ Fast Track Court	lmishra@indianjudiciary.gov.in
142	Lalita Manjari Pattanaik	JMFC	lalitapattanaik@indianjudiciary.gov.in
143	Laxmi Dhar Biswal	Chief Judicial Magistrate	ldbiswal@indianjudiciary.gov.in
144	Laxminarayan Ray Chaudhury	Inspector of Processes	lraychaudhury@indianjudiciary.gov.in
145	Laxmikant Mishra	Special Judicial Magistrate	laxmikantmishra@indianjudiciary.gov.in
146	Lilipata pasayat	Addl. Civil Judge cum JMFC	lhipatasayat@indianjudiciary.gov.in
147	Lily Senapati	Civil Judge	lilysenapati@indianjudiciary.gov.in
148	Lokanath Sahoo	Civil Judge	lokanathsahoo@indianjudiciary.gov.in
149	Lopamudra Malla	JMFC	lopamudramalla@indianjudiciary.gov.in
150	Madan Lal Khedia	SDJM	madanlalkhedia@indianjudiciary.gov.in
151	Madhumita Das	ADJ Fast Track Court	madhumitadas@indianjudiciary.gov.in
152	Mahalet Sa	SDJM	sa.mahalal@indianjudiciary.gov.in
153	Mahendra Kumar Sutrathar	SDJM cum Civil Judge	mksutrathar@indianjudiciary.gov.in
154	Manas Ranjan Rath	SDJM	manasrath@indianjudiciary.gov.in
155	Manash Kumar panda	Civil Judge	manashpanda@indianjudiciary.gov.in
156	Manoj Kumar	Civil Judge cum JMFC	manojkumar143@indianjudiciary.gov.in
157	Manoranjan Dass	JMFC	dassmanoranjan@indianjudiciary.gov.in
158	Md. Inshadun Nabi	Civil Judge	inabibi@indianjudiciary.gov.in
159	Mihir Ranjan Panda	Addl. Dist. Judge	mihirpanda@indianjudiciary.gov.in
160	Mingeti Kumari Panda	Senior Civil Judge	mingetipanda@indianjudiciary.gov.in
161	Mohammed Ajmal	Addl. Dist. Judge	ajmalscorpio@indianjudiciary.gov.in
162	Mohan Rao Dora	Secretary	mdora@indianjudiciary.gov.in
163	Monalisha Mohanty	Addl. C.J.(D)	monalishamohanty@indianjudiciary.gov.in
164	Mukty Ranjan Satapathy	Civil Judge cum JMFC	mr.satapathy@indianjudiciary.gov.in
165	Narendra Kumar Pradhan	Senior Civil Judge	nkpradhan@indianjudiciary.gov.in
166	Narendra Kumar Samal	Addl. Dist. Judge	narendrasamal@indianjudiciary.gov.in
167	Narmada Kumari Das	Registrar	narnadadas@indianjudiciary.gov.in
168	Narottam Sethy	JMFC	narottamsethy@indianjudiciary.gov.in
169	Nibedita panda	Civil Judge	nibeditapanda@indianjudiciary.gov.in
170	Nilagin Jena	Senior Civil Judge	nilagirijena@indianjudiciary.gov.in
171	Nilaxanha Tripathy	Chief Judicial Magistrate	nktrpathy@indianjudiciary.gov.in
172	Nileema Panda	Addl. Civil Judge cum JMFC	nileemapanda@indianjudiciary.gov.in
173	Niranjana Kumar Jena	Dy Registrar	nkjena@indianjudiciary.gov.in
174	Niranjana panda	Senior Civil Judge	niranjana.panda@indianjudiciary.gov.in
175	Niranjana Patra	Civil Judge	niranjana.patra@indianjudiciary.gov.in
176	Niranjana Sahu	Addl. Dist. Judge	niranjansahu@indianjudiciary.gov.in
177	Padilarn Surya Rao	Senior Civil Judge	psuryarao@indianjudiciary.gov.in
178	Padma Charan Dash	Chief Judicial Magistrate	pcdash@indianjudiciary.gov.in
179	Partha Sarathi Patnaik	Civil Judge	pspatnaik@indianjudiciary.gov.in
180	Prabir Kumar Choudhury	SDJM	prabirc@indianjudiciary.gov.in

Email IDs Allotted - Orissa High Court

Sr.No.	Name of Judicial Officer	Designation	Email ID Allotted
181	Pradeep Kumar Behera	Addl. Civil Judge cum JMFC	pradeepbehera@indianjudiciary.gov.in
182	Pradeep Kumar Pattnaik	Chief Judicial Magistrate	pkpattnaik@indianjudiciary.gov.in
183	Pradeep Kumar Samal	JMFC	pradeepsamal@indianjudiciary.gov.in
184	Pradeepta Kumar Sahoo	SDJM	pkshoo@indianjudiciary.gov.in
185	Pradip Kumar Pradhan	JMFC	pradippradhan@indianjudiciary.gov.in
186	Pradipa Kumar Sasmal	Senior Civil Judge	pkasmal@indianjudiciary.gov.in
187	Prafulla Kumar Penda	Judge Family Court	pkpanda@indianjudiciary.gov.in
188	Pragnya Nalini Mishra	Senior Civil Judge	pragnyamishra@indianjudiciary.gov.in
189	Pragnya Panigrahi	Senior Civil Judge	pragnyapanigrahi@indianjudiciary.gov.in
190	Prajnya Paramita Mahapatra	Civil Judge	prejnya@indianjudiciary.gov.in
191	Prajyoti Rout	Civil Judge cum JMFC	prajyotirout@indianjudiciary.gov.in
192	Prakash Chandra Mishra	Dist. & Sessions Judge	pcmishra@indianjudiciary.gov.in
193	Prakash Chandra Mohapatra	Addl. Dist. Judge	pcmohapatra@indianjudiciary.gov.in
194	Pramod Chandra Misra	Adhoc ADJ Fast Track Court	pramodmisra@indianjudiciary.gov.in
195	Pramoda Kumar Mahapatro	Addl. Dist. Judge	pramodamahapatro@indianjudiciary.gov.in
196	Pranab Kumar Patra	Senior Civil Judge	pranabpatra@indianjudiciary.gov.in
197	Pranam Kumar Rout	JMFC	pranamrout@indianjudiciary.gov.in
198	Pranaya Kumar Das	Civil Judge	pranayadas@indianjudiciary.gov.in
199	Prasanna Kumar Hota	Addl. Dist. Judge	prasannahota@indianjudiciary.gov.in
200	Prasanna Kumar Panda	Senior Civil Judge	prasannapanda@indianjudiciary.gov.in
201	Prasanta Kumar Behera	JMFC	prasantabehera@indianjudiciary.gov.in
202	Prasanta Kumar Das	Registrar Civil Courts	prasantadas@indianjudiciary.gov.in
203	Prasanta Kumar Mishra	Inspector of Processes	prasantakumarmishra@indianjudiciary.gov.in
204	Pratap Kumar Patra	Senior Civil Judge	pratapkpatra@indianjudiciary.gov.in
205	Pratima panda	Sub Judge	pratimapanda@indianjudiciary.gov.in
206	Pravakar Ganthia	Civil Judge	pganthia@indianjudiciary.gov.in
207	Pravakar Mishra	Chief Judicial Magistrate	pravakarmishra@indianjudiciary.gov.in
208	Pravat Kumar Patasani	Senior Civil Judge	pkpatesani@indianjudiciary.gov.in
209	Pravat Kumar Rajguni	Civil Judge	pravatrajguni@indianjudiciary.gov.in
210	Prem Raj Bohidar	Addl. Dist. Judge	prbohidar@indianjudiciary.gov.in
211	Prabh Kumar Routray	JMFC	prntish@indianjudiciary.gov.in
212	Priyaranjan Mishra	Judicial Magistrate	priyaranjanmishra@indianjudiciary.gov.in
213	Puja Sarangi	Addl. Civil Judge cum JMFC	pujasarangi@indianjudiciary.gov.in
214	Puma Chandra Patra	Addl. Dist. Judge	pumapatra@indianjudiciary.gov.in
215	Rabi Narayan Panda	Registrar Civil Courts	mpanda@indianjudiciary.gov.in
216	Rabindra Bhattacharya	Special Judicial Magistrate	rbhattacharya@indianjudiciary.gov.in
217	Rabindra Kumar Das	Senior Civil Judge	rabindradas@indianjudiciary.gov.in
218	Radha Kanta Misra	Chief Judicial Magistrate	radhakantamisra@indianjudiciary.gov.in
219	Radhashyam Mishra	Addl. Dist. Judge	radhashyamishra@indianjudiciary.gov.in
220	Raghu Nandan Das	JMFC	raghunandandash@indianjudiciary.gov.in
221	Raj Kishore Lenka	Civil Judge cum SDJM	rilenka@indianjudiciary.gov.in
222	Raj Kumar Das	JMFC	rajkumardas@indianjudiciary.gov.in
223	Raj Kumar Sahu	Adhoc Addl. Dist. Judge	rajsahoo@indianjudiciary.gov.in
224	Rajendra Kumar Tosh	Chief Judicial Magistrate	rajendratosh@indianjudiciary.gov.in
225	Rajendra Panigrahi	Chief Judicial Magistrate	rpangrahi@indianjudiciary.gov.in
226	Rajesh Ekka	Senior Civil Judge	rajesh.ekka@indianjudiciary.gov.in
227	Rajesh Kumar Nair VG	Civil Judge	rajesh.nair@indianjudiciary.gov.in
228	Rama Chandra Das	Chief Judicial Magistrate	rcdas@indianjudiciary.gov.in
229	Ramanath Panda	Senior Civil Judge	ramanathpanda@indianjudiciary.gov.in
230	Ramesh Chandra Chinara	Chief Judicial Magistrate	rameshchinara@indianjudiciary.gov.in
231	Ramesh Chandra Rayaguru	Special Judicial Magistrate	rcrayaguru@indianjudiciary.gov.in
232	Ranjan Kumar Saran	Special Judge (Vigilance)	ranjansaran@indianjudiciary.gov.in
233	Ranjan Kumar Sutar	SDJM	ranjansutar@indianjudiciary.gov.in
234	Ranjita Jyotshi	Addl. Civil Judge cum JMFC	ranjitajyotshi@indianjudiciary.gov.in
235	Ranjo Lata Lenka	Addl. Civil Judge cum JMFC	ranjulenka@indianjudiciary.gov.in
236	Rashmita Dalai	SCJ cum Asst Sessions Judge	rashmitadalai@indianjudiciary.gov.in
237	Reeja Ray	Civil Judge cum JMFC	reejaray@indianjudiciary.gov.in
238	Renuka Sharma	ADJ Fast Track Court	renukasharma@indianjudiciary.gov.in
239	Rohit Lal Panda	Senior Civil Judge	rohitpanda@indianjudiciary.gov.in
240	Rtoyaka Bharati	SDJM	toyakabharati@indianjudiciary.gov.in

Email IDs Allotted - Orissa High Court

Sr.No.	Name of Judicial Officer	Designation	Email ID Allotted
241	Rudra Prasad Mahapatra	Addl. Civil Judge cum JMFC	rpmahapatra@indianjudiciary.gov.in
242	Sachita Das	Civil Judge	sachitadas@indianjudiciary.gov.in
243	Sabini Nayak	JMFC	nayak.sabini@indianjudiciary.gov.in
244	Sadasiva Jena	Civil Judge	sjena@indianjudiciary.gov.in
245	Samar Bilash Behera	Secretary, DLSA Phulbani	sbbheera@indianjudiciary.gov.in
246	Sandeep Kumar Pattanaik	Addl. Civil Judge	skpattanaik@indianjudiciary.gov.in
247	Sanghmitra Sharma	Civil Judge	sanghmitrasharma@indianjudiciary.gov.in
248	Sangita Pani	JMSC	sangitapani@indianjudiciary.gov.in
249	Sangram Keshari Pattanaik	Protocol Officer	sangrsmkeshari@indianjudiciary.gov.in
250	Sanjaya Kumar Sahoo	Addl. CJ(JD)-SDJM	sanjaya.sahoo@indianjudiciary.gov.in
251	Santosh Kumar Dash Ray	Addl. Civil Judge cum JMFC	skdashray@indianjudiciary.gov.in
252	Santosh Kumar Agrawala	Civil Judge	skagrawala@indianjudiciary.gov.in
253	Santosh Kumar Behera	Chief Judicial Magistrate	santosh.behera@indianjudiciary.gov.in
254	Santosh Kumar Mohapatra	Chief Judicial Magistrate	skmohapatra@indianjudiciary.gov.in
255	Sarada Prasad Nayak	Senior Civil Judge	spnayak@indianjudiciary.gov.in
256	Sarat Chandra Mahapatra	Special Judge (Vigilance)	scmahapatra@indianjudiciary.gov.in
257	Sarat Chandra Mishra	Addl. Dist Judge	saratmishra@indianjudiciary.gov.in
258	Sarat Chandra Pattanaik	Special Judicial Magistrate	saratchandrapattanaik@indianjudiciary.gov.in
259	Sarat Kumar Dehury	Registrar	saratdehury@indianjudiciary.gov.in
260	Sarat Kumar Jena	JMSC	skjena@indianjudiciary.gov.in
261	Sarbeswar Das	JMFC	sarbeswardas@indianjudiciary.gov.in
262	Sarmistha Dash	JMFC	sarmisthadash@indianjudiciary.gov.in
263	Saroj Kumar Dash	SDJM	sarojdash@indianjudiciary.gov.in
264	Saroj Kumar Paty	Addl. Dist. & Sessions Judge	sarojpaty@indianjudiciary.gov.in
265	Saroj Kumar Sahoo	SDJM cum Civil Judge	sarojksahoo@indianjudiciary.gov.in
266	Sarojini Pati	JMFC	sarojinipati@indianjudiciary.gov.in
267	Sashikanta Mishra	Addl. Dist. Judge	sashikantamishra@indianjudiciary.gov.in
268	Sashirekha Mishra	Addl. Civil Judge JD cum JMSC	sashirekhamishra@indianjudiciary.gov.in
269	Satughana Pujahan	Dist. & Sessions Judge	satughanapujahan@indianjudiciary.gov.in
270	Satya Narayan Mishra	Dist. & Sessions Judge	satyanmishra@indianjudiciary.gov.in
271	Satya Ranjan Pradhan	SDJM	satyapradhan@indianjudiciary.gov.in
272	Satyabrata Mishra	Civil Judge cum JMFC	satyabratamishra@indianjudiciary.gov.in
273	Satyanarayan Kar	Civil Judge(JD) Kujanga	satyakar@indianjudiciary.gov.in
274	Satyanarayan Patra	Civil Judge cum SDJM	satyanarayanpatra@indianjudiciary.gov.in
275	Satyapriya Das	JMSC	satyadas@indianjudiciary.gov.in
276	Seema Tripathy	JMFC	seematripathy@indianjudiciary.gov.in
277	Shaikh Md Quais	SDJM	mdquais@indianjudiciary.gov.in
278	Shikha Rani Rath	Senior Civil Judge	shikharanirath@indianjudiciary.gov.in
279	Shiva Prasad Mishra	ACJ(JD) cum JMFC	shivaprasadmishra@indianjudiciary.gov.in
280	Shreemayee Acharya	Civil Judge	ashreemayee@indianjudiciary.gov.in
281	Sidhartha Sahoo	Addl. Civil Judge	sidharthasahoo@indianjudiciary.gov.in
282	Smrut Lekha Barik	SDJM cum Civil Judge	smrutibarik@indianjudiciary.gov.in
283	Soubhagini Mallick	Senior Civil Judge	soubhaginimallick@indianjudiciary.gov.in
284	Sourya Subhadarsini	Addl. Civil Judge(JD) Khandepara	s.subhadarsini@indianjudiciary.gov.in
285	Sowmendra Kumar Rajguru	Senior Civil Judge	skrajguru@indianjudiciary.gov.in
286	Sri Hrushikesh Sahoo	Addl. Civil Judge cum JMFC	hrushikeshsahoo@indianjudiciary.gov.in
287	Srinibash Pradhan	Secretary, DLSA Balangir	srpradhan@indianjudiciary.gov.in
288	Srusinidha Das	JMFC	dasss@indianjudiciary.gov.in
289	Subas Chandra Dhal	JMSC	subasdhal@indianjudiciary.gov.in
290	Subas Kumar Behari	Civil Judge	skbehari@indianjudiciary.gov.in
291	Subhadarshi Patnaik	Protocol Officer	subhadarshipatnaik@indianjudiciary.gov.in
292	Subhalaxmi	JMFC	s.subhalaxmi@indianjudiciary.gov.in
293	Subhashree Tripathy	SDJM cum Civil Judge	subhashreetripathy@indianjudiciary.gov.in
294	Subjug Patra	Chief Judicial Magistrate	subjugpatra@indianjudiciary.gov.in
295	Subrat Kumar Patnaik	SDJM	subratpatnaik@indianjudiciary.gov.in
296	Subrata Mohanty	Senior Civil Judge	subratamohanty@indianjudiciary.gov.in
297	Sucheta Krupalini	Civil Judge	suchetakrupalini@indianjudiciary.gov.in
298	Suchismita Misra	Addl. Dist. Judge	suchismitamisra@indianjudiciary.gov.in
299	Sujata Priyambada Swain	Civil Judge cum JMFC	sujataswain@indianjudiciary.gov.in
300	Sujata V	Civil Judge	vsujata@indianjudiciary.gov.in

Email Ids-Name - District High Court

Sr.No	Name of Judicial Officer	Designation	Email ID Alotted
301	Sunita Jena	SDJM-cum - Munsif	sunitajena@ndarjudiciary.gov.in
302	Sunanda Padhy	JMFC	sunandapadhy@ndarjudiciary.gov.in
303	Sunil Kumar Das	SOJM	sunilkumardas@ndarjudiciary.gov.in
304	Sunita Kumari Khandekal	Civil Judge	sunitakhandekal@ndarjudiciary.gov.in
305	Surendra Kumar Pani	Addl Dist. Judge	surendrapani@ndarjudiciary.gov.in
306	Sureesh Chandra Pradhan	SOJM	sureeshpradhan@ndarjudiciary.gov.in
307	Surya Narayan Gwvedy	Commissioner of Endowment	surynarayangwvedy@ndarjudiciary.gov.in
308	Suryaman Mahapatra	Addl. Dist. Judge	surymamahapatra@ndarjudiciary.gov.in
309	Susama Swain	JMFC	susamaswain@ndarjudiciary.gov.in
310	Susama Kumar Nanda	Registrar	susamaknanda@ndarjudiciary.gov.in
311	Sushanti Kumar Mishra	JMSC	sushantimishra@ndarjudiciary.gov.in
312	Sushanta Kumar Mohapatra	SOJM	sushantamohapatra@ndarjudiciary.gov.in
313	Sushanta Kumar Patraik	Dist. Sessions Judge	sushantapatraik@ndarjudiciary.gov.in
314	Sushil Kumar Ray	Addnl. Addl. Dist. Judge	sushilkray@ndarjudiciary.gov.in
315	Susil Kumar Sahu	JMFC	susilkumarsahu@ndarjudiciary.gov.in
316	Suwendu Kumar Pat	Senior Civil Judge	suwendu@ndarjudiciary.gov.in
317	Swagati Das	SOJM	swagatidas@ndarjudiciary.gov.in
318	Swarup Kumar Mishra	Authorised Officer CTC	swarupmishra@ndarjudiciary.gov.in
319	Swayam Prava Acharya	Civil Judge	swayamacharya@ndarjudiciary.gov.in
320	Sweta Mishra	Civil Judge cum SOJM	swetamishra@ndarjudiciary.gov.in
321	Tranjan Patra	Process Inspector	tranjanpatra@ndarjudiciary.gov.in
322	Triptikan Keshari Chinnara	Chief Judicial Magistrate	triptikan@ndarjudiciary.gov.in
323	Udayabhanu Jena	CJSD-cum-AS	udayabhanujena@ndarjudiciary.gov.in

Date: 27th April, 2013

C I R C U L A R

Subject: Mobile Number Updation & Forgot Password Application links for Indianjudiciary Email Account Holders

This is hereby brought to the notice of all Judicial Officers across the country having Indianjudiciary email account that,

1. Updation of mobile number of the user in the email account is mandatory because all the sensitive information relating to password change and its recovery etc. will be communicated to the user only on the duly updated mobile number. All the email account holders, therefore, are requested to immediately update their regular mobile number using the link <https://msgapp.nic.in/mobile/index.php>. This '**Update Mobile No**' link is also available on mail.gov.in email login page on left side of the page.
2. The users, who have updated their mobile number will also have the facility of resetting/recovering their email account passwords in case they forget the password. This feature is available at link <https://passapp.nic.in/passapp/index.jsp>. A code on the registered (updated) mobile number will be sent to authenticate the password recovery. This '**Forgot Password Application**' link is also available on email login page mail.gov.in on right side under the 'Sign In' button.
3. The user with updated mobile number are also notified whenever their email account password is changed as a measure of security of their email account. This facility of 'Password Change Alert' will be available only to the email account holders who have updated their mobile number.

Hence, it is requested to update the mobile number on mail.gov.in immediately.

ASHOK T. UKRANI
Member (Management & Human Resources)
eCommittee, Supreme Court of India

APPLICATION FORM

for resetting of password/activation of email accounts
under NIC mail domain indianjudiciary.gov.in

From:

Name: _____

Designation & Posting: _____

Mobile No. : _____

To,

The eCommittee, Supreme Court of India,

A-313, Lok Nayak Bhawan, Khan Market, New Delhi - 110 003

Through:

Central Project Coordinator(CPC), eCourts Project,

_____ (Name of the High Court)

Dear Sir,

I have been allotted email ID _____@indianjudiciary.gov.in
but due to reason No. _____ of the following, I am unable to access my email account.

- (i) My password is not working.
- (ii) My account has been disabled for non-use.
- (iii) I am able to login but my Inbox does not appear, only the Calender appears.
- (iv) Any other reason, please specify:

I had last accessed my email account about _____ ago. I hereby request to
do the needful to enable me to access my above mentioned email account. My alternate
personal email ID for sending the password is _____

I undertake to use my above said indianjudiciary email account regularly.

Thanking you,

Yours Faithfully,

Place: _____ (Signature of the Applicant)

Date: - - 2011. (Stamp of the Applicant) Name: ()

For the Use of High Court

This applicant is discharging his/her duties on the post mentioned in this application form.
This application is hereby forwarded for further necessary action.

Place: _____ Central Project Coordinator(CPC),

Date: - - 2011. (Seal/Stamp of High Court) eCourts Project

(Name of High Court): _____

eCommittee
Supreme Court of India

Date: 9th April, 2013

C I R C U L A R

Subject: Helpdesk Contact No. for support on Indianjudiciary email

This is hereby brought to the notice of all Judicial Officers across the country having Indianjudiciary email account, that one single telephonic (mobile) contact no. **85270 44275** as Helpdesk for availing support relating to accessing Indianjudiciary email accounts has been started in the office of the eCommittee.

It is therefore requested to contact mobile No. **85270 44275** during office hours (10 am – 5 pm – all working weekdays & 10 am – 1 pm – working Saturdays) for queries or issues relating to accessing Indianjudiciary email accounts.

For resetting the password of email account, if SMS is received from the same mobile no. to this mobile no. which was mentioned in the email application form, the reset password shall be sent through SMS to the same mobile no. as available in the record of eCommittee office. Otherwise, the email account holder will have to send password reset application form(as available on <http://www.sci.nic.in/e-committee.htm>) to the eCommittee through CPC (Central Project Coordinator) of his/her High Court.

ASHOK T. UKRANI
Member (Management & Human Resources)
eCommittee, Supreme Court of India

NIC Certifying Authority
National Informatics Centre
Ministry of Communications and Information Technology
Government of India

Ref. No.
(To be filled by NICCA)

DIGITAL SIGNATURE CERTIFICATE REQUEST FORM

NOTE:

- 1. This application form is to be filled by the applicant.
- 2. Please fill the form in BLOCK LETTERS.
- 3. Please Tick (✓) the appropriate option.
- 4. All subscribers are advised to read Certificate Practice Statement of CA.
- 5. Incomplete/inconsistent applications are liable to be rejected.
- 6. Validity period should not exceed the date of superannuation of the applicant.
- 7. Asterisk (*) marked entries should not be left blank as these are reflected in the Digital Signature Certificate.



1. Category of Applicant	Government / Judiciary / PSU & Statutory Bodies / Registered Companies
2. Class of Certificate Required (see pt. 11 at page 4)	Class I / Class II / Class III
3. Certificate Required (Usage) (see pt. 11 at page 4)	Individual (Signing) / Encryption / SSL Server
4. Certificate Validity (Max. 2 Years)	Two years / Specify validity (if less than 2 years) _____
5. Date of superannuation (dd/mm/yyyy)	_____
6. Name*	_____ (First Name) (Middle Name) (Last Name)
7. Designation	_____
8. Email ID (Official email ID preferred)	_____
9. Ministry/Department	_____
a) Office Address	_____ _____ _____
b) Residential Address	_____ _____ _____
10. Identification Details (Tick Any one) [Employee ID / Passport No. / PAN Card No. / Voter ID Card No. / Driving License No. / PE No. / Bank Account Details / Ration Card No.]	_____ _____ _____ _____ _____
11. Certificate Subject Details* (These will be used in Certificate subject)	Organization* _____ Organization Unit* _____ City* _____ State* _____ Country* INDIA
12. SSL Certificate Details (In case the application is for a device then details of Server/Device for which the certificate is being applied should be filled)	Web Server _____ Services _____ IP Address _____ URL/Domain Name _____ Physical Location _____

Date: _____
Place: _____

(Signature of the Applicant)

(For NICCA Office use only)

Smart Card/USB Token S/N No.	Request No.
Authorised Signatory (RAA)	RA Code:
Name:	Remarks:
Date:	

Declaration by the Subscriber

I hereby declare and understand that

1. I have read the subscriber agreement under Resources (<https://nicca.nic.in>).
2. I shall keep the private key safe and will not share with others
3. I shall verify the contents and the correctness of the certificate before accepting the DSC.
4. I shall send a signed mail to NIC-CA (support@camail.nic.in) to acknowledge the acceptance of the DSC.
I also undertake to sign an additional declaration form in case of Encryption Certificate.
5. I shall not use the private key before acceptance of the DSC.
6. I authorize NIC-CA to publish the certificate in the NIC-CA repository after acceptance of the DSC
7. If the private key of my DSC is compromised, I shall communicate to NICCA without any delay as per requirement mentioned in Regulation 6 of Information Technology (Certifying Authority) Regulations, 2001. (Doc ID CA2-50027.pdf, available under Repository>CPS & Forms>All Forms at <https://nicca.nic.in>)
8. I understand the terms and conditions of issued DSC and will use the DSC under the terms of issue as in the Certificate Practice Statement.
9. I understand that on cessation of my employment, I shall inform NICCA and my present employer for revocation of my Digital Signature Certificate
10. I certify the following: *(Tick whichever is applicable)*
 - I have not applied for a DSC with NIC CA earlier.
 - I have been issued a DSC by NICCA with User ID _____ which is Valid/Revoked/Suspended/Expired.

The information furnished above is true to the best of my knowledge and belief. I will comply with the terms and conditions of Subscriber (as in section 40-42 of the IT Act 2000) and those of the Certificate Practice Statement of the NIC-CA. If at a later stage any information is found to be incorrect or there is non-compliance of the terms and conditions of use of the DSC, NIC-CA will not be responsible for the consequences, liabilities and will be free to take any action including cancellation of the DSC.

Date:
Place: **(Signature of the Applicant)**

Verification and Declaration by Head of Office of Applicant

1. This is to certify that Mr./Ms _____ has provided correct information in the Application form for issue of Digital Signature Certificate for subscriber to the best of my knowledge and belief. I have verified the credential of the applicant as per the records and the **guidelines given at page 5**. I hereby authorize him/her, on behalf of my organization to apply for obtaining DSC from NICCA for the purpose as specified at point 3 of page-1.
2. It is noted that the organization shall inform NICCA for revocation of DSC on the cessation/superannuation of his/her employment.

Date: (Signature of Officer with stamp of Org./Office)
Place: Name of Officer with Designation
Office Email:

Forwarded by SIO / NIC Coordinator
(Only for Class-2 & Class-3 Certificate)

(Signature of SIO /NIC Coordinator)
Name:
Date:
Office Seal

This form is to be forwarded to the respective RA Office of NIC-CA

Additional Declaration by the Subscriber for Encryption Certificate

I hereby declare and understand that:

1. I am solely responsible for the usage of these Certificates/Tokens/ Technology. I shall not hold NICCA responsible for any data loss/damage, arising from the usage of the same.
2. I am aware that Key Escrow/Key Archiving of Encryption keys is not done by NICCA and I shall not hold NICCA responsible or approach NICCA for recovery of my private Encryption Key, in case of its loss or otherwise.
3. I shall be responsible for compliance to the relevant sections of the IT Act/Indian Telegraphic Act and other Acts/laws of the Indian legal system, pertaining to Encryption/Decryption of any message or document or electronic data, and I shall be liable for associated penal actions, for any breaches thereof.
4. NICCA shall not be held responsible and no legal proceedings shall be taken against NICCA for any loss and damage that may occur due to any reason whatsoever including technology upgradation, malfunctioning or partial functioning of the software, USB token, Smart Card or any other system component.
5. I am aware that the Encryption Certificate, issued by NICCA is valid only for the suggested usage and for the period mentioned in the certificate. I undertake not to use the Certificate for any other purpose.
6. I am conversant with PKI technology, and understand the underlying risks and obligations involved in usage of Encryption Certificate.
7. I certify the following: *(Tick whichever is applicable)*
 - I have not applied for an Encryption Certificate with NIC-CA earlier
 - I have been issued an Encryption Certificate by NICCA with User ID _____ which is Valid/Revoked/Suspended/Expired.

The information furnished above is true to the best of my knowledge and belief. I will comply with the terms and conditions of Subscriber (as in section 10-42 of the IT Act 2000) and those of the Certificate Practice Statement of the NIC-CA. If at a later stage any information is found to be incorrect or there is non-compliance of the terms and conditions of use of the Encryption Certificate, NIC-CA will not be responsible for the consequences/ liabilities and will be free to take any action including cancellation of the Encryption Certificate.

Date: _____

Place: _____

(Signature of the Applicant)

Declaration by Head of Office of Applicant

I hereby authorize Mr/Ms _____ employed in this Organization, to apply for Encryption Certificate from NIC-CA. It is further certified that a Policy/Procedure is in place, which describes the complete process for Encryption Key Pair Generation, Backup Procedure, safe-keeping of Backups and associated Key Recovery Procedures. The consequences of loss of the key have been explained to the user and he/she has been advised about securing the key and making it available to relevant authorities, in case of emergency.

Date: _____

Place: _____

(Signature of Officer with stamp of Org./Office)

Name of Officer with Designation:

Office Email: _____

Forwarded by SIO / NIC Coordinator (Only for Class-2 & Class-3 Certificate)

(Signature of SIO /NIC Coordinator)

Name: _____

Date: _____

Office Seal:

This form is to be forwarded to the respective HA Office of NIC-CA.

Instructions for DSC Applicants

1. NIC-CA abides by the Information Technology Act, 2000, laid down by the Govt. of India. The applicant is advised to read this IT Act 2000 under Resources (<https://nicca.nic.in>)
2. To use DSC for exchanging Digitally signed Email, S/MIME compatible Mail clients should be used (Outlook Express, etc.). Also please ensure that your email-id is issued from a POP compatible Mail server. For security reasons, NICCA prefers usage of Official E-mail ID.
3. Subscriber is required to send one copy of DSC request form, duly signed and forwarded by Head of Office. Applicant is advised to retain a copy of the same, for filling up the form online while generating key-pair.
4. The forwarded DSC application form is processed at NIC-CA for issue of DSC. If all particulars are in order, a User-Id, password and the profile for the applicant is created using the details submitted. This user-id will only be valid for 90 days (i.e., applicant has to generate key pair request and download certificate within 90 days) failing which, user is required to submit fresh DSC application for DSC issuance. It is very important to keep the private key securely.
5. If the private key is compromised, applicant should immediately inform NIC-CA office by phone 011-24366176 or e-mail at support@camail.nic.in and login with his user-Id and password at NIC-CA website. The User has to send Request for Revocation/Suspension/Activation form (CA2-50027.pdf)
6. For viewing all valid DSCs and CRLs, the user can access the website (<https://nicca.nic.in/>) under Repository.
7. DSCs are normally issued on FIPS-140 Level-2 compliant smart card/USB crypto-tokens, which allows only maximum ten numbers of incorrect attempts for entering pass phrase/ pin. It is advisable to be careful while entering the passphrase as repeated incorrect entries may block the same. On exceeding this limit, special efforts may be required to unblock the device.
8. It is important to note that email-id given by the applicant is functional and applicant accesses the same on regular basis as all communications w.r.t DSC like generation, revocation, renewal, expiry details are communicated through the given email-id.
9. For any further clarification, user can write to support@camail.nic.in or visit the NIC-CA website (<https://nicca.nic.in/>).
10. **Types of Classes: Depending upon requirement of assurance level and usage of DSC as described below, the applicant may select one of the classes.**

Class-1 Certificate:

Assurance Level: Provides minimum level of assurance. Subscriber's identity is proved only with help of Distinguished Name =DN and hence provides limited assurance of the identity.

Suggested Usage: Signing certificate primarily be used for signing personal emails and encryption certificate is to be used for encrypting digital emails and SSL certificate is used to establish secure communications through the use of secure socket layer (SSL).

Category Issued to the Individual from Govt., PSU/Statutory Bodies, Government Registered Companies and Web Servers/Servers within NIC domain

Class-2 Certificate:

Assurance Level: Provides higher level of assurance confirming the details submitted in the DSC Request Form, including photograph and documentary proof in respect of at least one of the identification details.

Suggested Usage: In addition to the 'suggested usage' mentioned in class 1, the class II Signing certificate may also be used for digital signing, code signing, authentication for VPN Client, web form signing, user authentication, Smart Card Logon, single sign-on and signing involved in e-procurement/ e-governance applications.

Category Issued to the Individual from Govt., PSU/Statutory Bodies, Government Registered Companies and Web Servers/Servers in open domain

Class-3 Certificate:

Assurance Level: Provides highest level of assurances, as verification process is very stringent. Proves existence of name of organizations such as Government Departments/Agencies, PSU/ Govt. Registered Companies and assures applicant's identity authorized to act on behalf of the Government/PSU/Statutory/Autonomous bodies/ Government registered Companies.

Suggested Usage: In addition to the 'suggested usage' mentioned in class-1 & class-2, class-3 signing certificate may also be used for digital signing for discharging his/her duties as per official designation. Class-3 encryption certificate may also be used for encryption requirement as per his/her official capacity.

Category Issued to individuals from Government entities/Head of the Institutions, Statutory/Autonomous bodies, Government registered Companies.

Guidelines for verification by Head of Office

- The Head of Office (HO) of DSC requester has to verify the identity / credentials of applicants. They will be solely responsible for authentication and validation of each subscriber/applicant within the organisation.
- They have to ensure verification process as described below, depending upon the class of certificate as applied by the applicant.
- **Types of Classes: Depending upon requirement of assurance level and usage of DSC as described below, the applicant may select one of the classes.**

Verification Process:

- **Class-1 Certificate:** HO has to ensure the validity of the details given in the DSC Request Form and verify the same.
 - **Class-2 Certificate:** HO has to ensure the validity of the details given in the DSC Request Form and authenticate the same. HO has to further send it to SIO/NIC-Coordinator for forwarding to NICCA. HO has to utilize various procedures to obtain probative evidence in respect of identity of the applicants by way of seeking photograph and documentary evidence of one of the items under point no. 10 (Identification details) for individual certificate. For SSL server certificate the HO has to ensure attestation of URL for Web Servers by Domain Name Registering Agency, location of web server.
 - **Class-3 Certificate:** In addition to the verification process required for the class II certificates, the applicant's of class III certificates are required to be personally present with proof of their identity to the NIC-CA for issuance of DSC.
- On receipt of DSC application form, SIO/ DIO/HOD/NIC-Co ordinator is required to ensure that the application form is signed by the HO(Head of Office)/JS/Company Secretary/Superior Officer of the applicant along with the seal of the office.

---oOo---

ADENDUM

Fill in the Form in BLOCK LETTER

Guide line as given below

- | | | | |
|-----|----------------------|---|--|
| 1. | Category | - | Judiciary |
| 2. | Class of Certificate | - | Class-II |
| 3. | Certificate Reg. | - | Individual (Signing) |
| 4. | Certificate validity | - | Two years |
| 9. | Min. Dept. | - | Dept. of Law |
| 10. | I D Details | - | Give Xerox copy of the document which you prefer |
| 11. | Certificate subject | - | *Organization: - State Judiciary
*Organization Unit: - Name of the office
(Ex:- SDJM, Cuttack.) |
| 12. | SSL Certificate | - | (Do not write anything) |

NOTE- Signature with applicant with date & place in Page-2

Do not write anything in Page-3

OFFICE OF THE DISTRICT JUDGE, GANJAM, BERHAMPUR

Memo No... 11706/19 Dated: 18.12.2013

Copy forwarded to the:-

1. Judge, Family Court, Berhampur
2. Spl. Judge, Vigilance, Berhampur
3. 1st/2nd/3rd / Additional District Judge, Berhampur
4. Additional District Judge, Bhanjanagar/Aska/Chatrapur
5. All the Sub-Ordinate Courts of this Judgeship

For information and necessary action and they are requested to follow the procedure as per the circular dated 27th April, 2013 or by applying in the prescribed format enclosed and send a test mail to cpc-ori@aij.gov.in preferably within 7 days and further it is requested that who have not applied for DSC (Digital Signature Certificate) may kindly fill up the DSC request form enclosed or can be downloaded from the District Court Website and send the same to this Court by 24.01.2014 for onward transmission of the same to the Hon'ble e-Committee, Supreme Court of India.

REGISTRAR, CIVIL COURT
BERHAMPUR, GANJAM

18/12/2013

T/C