

eCommittee, Supreme Court of India

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

Application Form for Email Account for Hon'ble High Court Judges under NIC mail domain aj.gov.in

Instructions: Please give all dates in DDMMYYYY format i.e. 15081947 for 15th August, 1947. All fields are compulsory. Please put a tickmark (√) in Gender and Yes/No replies. Please go through the terms and conditions. **Please print this form on both sides of the paper only.**

First Name:	Dr.	Mr.	Ms.	J	u	s	t	i	c	e											Please affix your self-attested passport size photograph					
Middle Name:																										
Last Name:																										
Date of Birth:			1	9	Gender:					Male					Female											
Designation:	H	o	n	o	u	r	a	b	l	e	J	u	d	g	e											
Name of the High Court:																										
Date of Appointment:															Date of Retirement:					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)	j	u	s	t	i	c	e	.											@aj.gov.in							
(ii)	j	u	s	t	i	c	e	.											@aj.gov.in							
(iii)	j	u	s	t	i	c	e	.											@aj.gov.in							

Terms & Conditions

1. Email ID shall be allotted as per email address policy of NIC. Designation and Name of the applicant shall both be included in the Email ID. Email ID shall be having the prefix of applicant's designation and the suffix of applicant's name followed by @aj.gov.in
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 others; the user shall be held personally and solely responsible for not keeping the confidentiality of the official information and in that case technical support staff, NIC or E-Committee shall not be held responsible.

3. Users should not open any attachments unless, they have come from a known and reliable sender. The mails which are not relevant to the users, should be deleted without opening as the attachments might contain harmful software which may corrupt computer system/data.
4. Users may install the personal firewall software to secure their machine and e-mail traffic. It is advisable that email service is accessed on the computers having proper virus/ malware/spyware protection software installed.
5. NIC/eCommittee/SCI are not responsible for the contents that are being sent as part of the mail. The views expressed are solely that of the originator. Any account being misused shall be deactivated forthwith and suitable action shall be initiated.
6. NIC e-Mail Service is provided over secure channels only i.e WEBmail is over HTTPS(tcp port 443), IMAP service is over SSL(tcp port 993) and SMTP service is over SMTPS(tcp port 465). Users are required to suitably modify the mail client software settings accordingly to use the service.
7. NIC will take all possible measures to prevent data loss, however, due to unforeseen circumstances, if it happens, NIC/eCommittee/SCI shall not be held responsible for the same. Users are responsible for saving email messages as they deem appropriate. Messages will be automatically purged from folders as follows: Inbox - 1 year, Sent - 120 days, Trash -10 days, ProbablySpam - 15 days. Email account will be deactivated, if not used for 90 days. Email account will be deleted after a period of 9 months from the date of deactivation if no request for activation is received. User shall have to use the email account regularly.
8. The email account shall be deactivated/deleted on retirement/resignation (or end of service for any other reason whatsoever) of the applicant. The applicant shall not use the email account after retirement/resignation (or end of service for any other reason).
9. Users can contact NIC's 24x7 support for assistance on phone No.011-24360088/24360084/24305101/24305099 or through mail to support@gov.in

I have gone through the above terms & conditions and agree to follow the same. Please create email account as applied herein.

Place: _____ (Signature of the Hon'ble Judge)
 Date: - -2017 (Seal/Stamp of the Hon. Judge) Name:(_____)

For the Use of High Court

This form is forwarded with request to create the email account as applied hereinabove.

Place: _____ Central Project Coordinator,
 Date: - -2017 (Seal/Stamp of High Court) eCourts Project.

For the use of eCommittee

Email ID allotted:		@ajj.gov.in
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Indianjudiciary Email Allotment Registration No. _____/2017

Place: New Delhi Date: - -2017	Authorised Email Administrator Member (Human Resources), eCommittee, Supreme Court of India.
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