

PS Tech Edu.

Haryana Civil Secretariat
Dated, Chandigarh, the 2nd July, 2015

O/O PSTE
No. 2638
Date 03/07/15
To

1. All the Administrative Secretaries to Government of Haryana
2. All the Heads of the Departments.

Subject:- Opening of Digital Lockers on Govt. of India Cloud for all the Govt. employees.

(Copy) As you are aware that Govt. of India is emphasizing on making India a digitally empowered economy by implementing highly ambitiously programme of "Digital India" to be launched by Hon'ble Prime Minister of India on 1st July, 2015. In this regard, a workshop under the Chairmanship of Chief Secretary has already been held on 21.05.2015 where a live demonstration of Digital Locker System was arranged.

As a follow up to the above workshop and preparation to the launch of Digital India Programme on 1st July, 2015, it is envisaged that Digital Locker for all employees under your control who have Aadhar numbers be opened. The process of account creation and its usage is attached herewith. These accounts are to be opened by the individual employees within a week.

It is, therefore, requested that all employees of the Department under your administrative control be directed to open their respective Digital Locker accounts at <https://digitallocker.gov.in/>. This activity can be carried by individual employee who have access to internet.

Yours faithfully,

RK Shan

**Under Secretary
Monitoring & Coordination
for Principal Secretary to Govt. Haryana
Coordination Department**

PTO

How to use Digital Locker
(<https://digitallocker.gov.in/>)

How to Access DigiLocker

DigiLocker which is the national Digital Locker System launched by Govt. of India can be accessed at <https://digitallocker.gov.in/>

To Access DigiLocker you need to have an Aadhaar number and a mobile number registered with Aadhaar or through biometric authentication (either of the methods can be used). Please follow the following two step process:

1. Click on signup button, enter your 12 digit Aadhaar number and an OTP (One Time Password) will be sent by UIDAI to the mobile number registered with your Aadhaar.
2. Enter the OTP and click on 'Use OTP' button. Once the OTP is validated, it will ask for userid to be created as well as the password. The sign up and login is complete and digital locker is created.

Benefits For Individual

- i. Digital Locker of each resident is linked to their Aadhaar number
- ii. 10MB of free space in the locker to securely store resident documents and store links (URI) of Govt. department or agency issued e-documents. The storage space allocation will be increased to 1GB in subsequent release.
- iii. eSign online service to digitally sign the documents online without using dongle. For details please refer to the e-Sign brochure available on the portal.
- iv. Sharing of e-documents online with any registered requester agency or department
- v. Download eAadhaar.
- vi. List of issuers which have issued e-documents to residents and list of requesters which have accessed resident's documents.

Following type of Certificates can be uploaded (not be more than 1MB in size in pdf, jpg, jpeg, png, bmp and gif format).

1. SSC Certificate
2. HSC Certificate
3. Degree Certificate
4. RSBY Card
5. Govt ID Card
6. PAN Card
7. Voter ID Card
8. Passport
9. Driver's Licence
10. Ration Card
11. Property Tax Receipt
12. Residence Certificate

URGENT
TIME BOUND

(E-mail/Web-site)

From

The Director General,
Technical Education Department,
Haryana

To

1. The Registrar, Guru Jambheshwar University of Science & Technology, Hisar.
2. The Registrar, Deenbandhu University of Science & Technology, Murthal.
3. The Registrar, YMCA University of Science & Technology, Faridabad.
4. The Registrar, State University of Performing & Visual Arts, Rohtak.
5. The Director – Principal, Ch. Devi Lal Memorial Government Engg. College, Panniwala Motta, Sirsa
6. The Principal, GP Ambala/ Nilokheri/ Sonapat/ Sirsa/ Hisar/ Narnaul/ Adampur/ Jhajjar, GPW Ambala City/ Faridabad/ Sirsa.
7. The Principal, GPES, Uttawar/ Loharu/ Cheeka/ Manesar/ Sampla/ Sanghi/ Lisana/ Narwana/ Nathusari Chopta/ Bhiwani/ Meham, GPWES Morni
8. The Principal, Vaish Technical Institute, Rohtak/ Chhotu Ram Polytechnic, Rohtak/ BPS Mahila Polytechnic Khanpur Kalan/ Seth Jai Parkash Polytechnic, Damla

Memo No.: 524-555

/IT/AD-I


Dated: 06.07.2015

Subject: Opening of Digital Lockers on Govt. of India Cloud for all the Govt. employees.

Kindly refer to the subject noted above.

In this connection it is informed that it has been envisaged by Government of Haryana, Monitoring and Coordination Cell vide letter no. 4/1/2015-MC dated 02.07.2015 (copy attached) that Digital Locker for all employees under your control who have Aadhaar numbers be opened under the programme of 'Digital India' and these accounts are to be opened by the individual employees **within a week**. The process of accounts creation and its usage is attached with the letter under reference above. It has been requested that all employees of the department under your control be directed to open their respective Digital Locker accounts at <https://digitallocker.gov.in/> by having access to internet.

It is for your information and strict compliance of the instructions please.


Additional Director (Engg.)
for Director General, Technical Education
Department, Haryana

Endst. No. 556-572

/IT/AD-I

Dated: 06.07.2015

A copy of the above is forwarded to the following for information and necessary action please:

1. Director, Additional Director II
2. Additional Secretary, HSBTE.
3. Joint Director, HSTES/ Dev./ Admn.-I/ Admn.-II/ Admn.-III / Skill Development/ SFC / Planning & Scholarship/ University & SPFU/ College/Legal/ADA.
4. Sr. Accounts Officer/ FA.

 6/7/15

Additional Director (Engg.)
for Director General, Technical Education
Department, Haryana

CC to:-

1. PS/PSTE
2. PS/DGTE
3. PA/DTE