

19/7/13

ICMR OFFICE
3774
DIARY NO
DATE: 21/7/13

File No. N-11011/3/2012-e-Gov(B)
Government of India
Department of Administrative Reforms & Public Grievances

5th Floor, Sardar patel Bhawan,
Sansad Marg, New Delhi,
Dated: 24th June, 2013

Adm-II)
JPJ
08/09

DDG(A)
[Signature]

OFFICE MEMORANDUM

Sub: Implementation of e-Office in Ministries/Departments: legal validity.

The undersigned is directed to enclose herewith an Office memorandum No. 15(1)/E.Coord/2013 dated 21st June, 2013 issued by Government of India, Ministry of Finance, Department of Expenditure regarding legal recognition of Electronics records and Digital Signature under Information Technology Act (IT Act, 2005) and Income Tax Act, 1961.

2. It is requested that the contents of para 2 of the above said O.M. may be brought to the notice of all concerned to facilitate implementation of e-Office Mission Mode Project.

JS(SM) / DNR
JS(NP)
[Signature] DDG(A), ICMR / Sr. FA, ICMR
[Signature] 27/7/13

Encl; as above

Dr. V. M. Katoch
Secretary

Department of Health Research

ICMR, Ansari Nagar, (Near AIIMS), New Delhi - 11

[Signature]

(Kavita Garg)

Deputy Secretary (e.Gov)

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23743030

Secretaries (All Ministries/Departments of Government of India)

All Financial Advisors, Government of India.

Copy to;

• DG:NIC, A-Block, CGO Complex, Lodhi Road, New Delhi.

• Nodal Officers, e-Office implementation Ministries/Departments, Phase-I & II.

Sr. DDG (A), ICMR OFFICE
DIARY NO. 676
DATE: 21/7/2013

F.No. 15(1)/E.Coord/2013
Ministry of Finance
Department of Expenditure
E-Coord Division

North Block, New Delhi
the 21 June, 2013

OFFICE MEMORANDUM

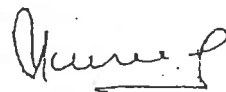
Subject: Implementation of e-Office in Ministries / Departments.

The undersigned is directed to say the Department of Electronics & Information Technology (DeitY) has requested this Department to issue suitable advisory/instructions to all Ministries regarding acceptance of files in electronic form by IFDs.

2. In this regard, excerpts of the communication of the Department of Administrative Reforms and Public Grievances intimating the relevant provisions of the Information Technology Act and Income Tax Act 1961 are reproduced as below:

"Electronic records and digital signatures have been given legal recognition under Sections 3 to 7 of the Information Technology Act. Further, Section 87 confers power on Central Government to make rules in this regard. Accordingly, D/o Information Technology has come up with associated rules i.e. Information Technology Rules, 2004 (IT Act Notification No. 582 and 735 GSR dated 6th September, 2004 and 29th October, 2004). As per these Act and rules an electronic record shall be deemed to be a secure electronic record for the purposes of the Act if it has been authenticated by means of a secure digital signature. D/o Revenue has issued a circular No. 2/2007 dated 21-5-2007 under Section 119 of the Income Tax Act 1961 to allow the use of Digital Signature Certificates (DSC) by employers to authenticate the TDS certificates/Form 16."

3. Accordingly, the contents of para 2 above are brought to the notice of all FAs for suitable action to facilitate implementation of e-Office solution in their respective Ministries/Department.



(R.K. Kureel)

Deputy Secretary to the Government of India
Tel No - 23092907

All Financial Advisors