 प्रभास्मि शशि सूर्ययोः	<b>JAIPUR VIDYUT VITRAN NIGAM LIMITED</b> (A Govt. of Rajasthan Undertaking) Regd. Office: Vidyut Bhawan , Jyoti Nagar, Jaipur- 302005 Vidyut Bhawan , Jyoti Nagar, Jaipur- 302005 Website : energy.rajasthan.gov.in/jvvn email ID: jaipurdiscom@jvvn.org /secyadm@jvvn.org, Ph. No. 0141-2747017
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No.JPD/Secy(Admn.)/SE(IT)/F. D. 1779

Dated : 26<sup>th</sup> Feb. 2018

The C.E./ Zonal CE/ Addl./Dy. CE (            ), Jaipur/Kota/Bharatpur.  
 The CAO (            ) JPD, Jaipur  
 The Superintending Engineer (            ), JPD, .....  
 The Addl. S.P. (Vig.), JPD, Jaipur.  
 The Chief Personnel Officer JPD, Jaipur  
 The Company Secretary, JPD, Jaipur  
 The PRO, JPD, Jaipur

**Sub:- Using new eMail account in domain [jvvn.org](mailto:jvvn.org)**

*In pursuance to Notification dated 18<sup>th</sup> Feb. 2015 issued by the Ministry of Communication and Information Technology (Department of Electronics Information Technology) & in suppression to letter no.JPD/Secretary(Admn.)/XEN(MIS)/F./ D.958 dated 3.8.2010 , new email IDs have been created as per enclosed Annexure on domain [jvvn.org](mailto:jvvn.org) which is hosted on mail servers of DoIT& C, GoR. Now, end-users would be required to access their official mails only at [mail.jvvn.org](mailto:mail.jvvn.org) or [mail.rajasthan.gov.in](mailto:mail.rajasthan.gov.in).*

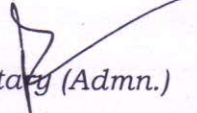
*For using the new email services, following instructions/guidelines are hereby issued for compliance by end-users:-*

1. Now onwards all officers/ end users will use newly created eMail accounts only which is on [jvvn.org](mailto:jvvn.org) , instead of old domain [jvvn.in](mailto:jvvn.in) or else one , while making official communications due to security reasons.
2. Newly created email IDs and default passwords have been sent to the SE's and above on their old domain i.e. [jvvn.in](mailto:jvvn.in) for further circulation up to JEN & ARO level. eMail Ids on new domain are also available on website [energy.rajasthan.gov.in/jvvn](http://energy.rajasthan.gov.in/jvvn)
3. For security reasons, all officers/ end users are requested to change the default password immediately after first login and do not share with others , for maintaining privacy.
4. The concerned officers/ end users will share their password in case of

transfer, retirement, leave or charge handing over /taking over etc. and will again change password from time to time.

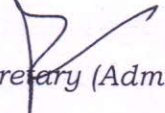
5. All officers / end users will check eMail accounts on daily basis at regular intervals.
6. It is recommended to take backup of existing mails.
7. TA to MD, JVVNL, Jaipur has been nominated as Nodal officer for **jaipurdiscom@jvvn.org**
8. In case of any suggestions ,issues or queries related to website [energy.rajasthan.gov.in/jvvn](http://energy.rajasthan.gov.in/jvvn), new mail IDs / password , creation of additional eMail accounts / edition or deletion of newly created eMail accounts , please get in touch at **admin@jvvn.org** , for which SE (IT), JVVNL Jaipur has been nominated as "Nodal officer".

By Order,

  
Secretary (Admn.)

Copy forwarded to the followings for information & necessary action:-

1. The PS to Energy Minister, GoR, Japur.
2. The PS to Pr. Secretary (Energy) GoR, Jaipur
3. The PS to the Chairman-Discoms, Jaipur.
4. The PS to the MD, JVVNL/AVVNL/JdVVNL, Jaipur/ Ajmer/Jodhpur
6. The PA to the Director (Fin/Tech), JVVNL/AVVNL/JdVVNL, Jaipur/ Ajmer/Jodhpur
7. The Sr. AO (CPC), JPD, Jaipur.

  
Secretary (Admn.)