

बिहार सरकार  
ग्रामीण विकास विभाग

पत्रांक 692/6610

पटना, दिनांक 16/10/2014

प्रेषक,

एस0 एम0 राजू,  
सचिव ।

सेवा में,

सभी उप विकास आयुक्त ।

विषय :- Digital Signature Certificate (DSC) निर्गत करने के संबंध में ।

महाशय,

आप अवगत है कि मनरेगा अंतर्गत e-FMS के द्वारा भुगतान की प्रक्रिया को सुनिश्चित करने हेतु संबंधित पदाधिकारियों का Digital Signature Certificate (DSC) निर्गत किया जाना है । इस क्रम में NIC, दिल्ली द्वारा कुछ पदाधिकारियों का DSC निर्गत किया गया था । वर्तमान में विभाग द्वारा DSC निर्गत करने हेतु (n) code solutions एजेंसी को नामित करने का निर्णय लिया गया है ।

2. विदित हो कि वैसे पदाधिकारियों जिनका DSC पूर्व में प्राप्त हो चुका है उन्हें पुनः DSC बनवाने की आवश्यकता नहीं है । इस क्रम में शेष सभी कार्यक्रम पदाधिकारी, सभी ग्रामीण विकास पदाधिकारी तथा सभी प्रखंड विकास पदाधिकारियों (जिनका DSC निर्गत नहीं हुआ है) को यह निदेशित किया जाता है कि पत्र के साथ संलग्न विहित पत्र में निम्नलिखित वैध दस्तावेजों के साथ संबंधित उप विकास आयुक्त जिलावा दिनांक- 21.10.2014 तक विभाग में श्री सुमित अग्रवाल, UNDP Consultant/ श्री कुमार सुभाष, P.O. को हाथों-हाथ किसी प्रधिकृत पदाधिकारी के माध्यम से समर्पित करना सुनिश्चित करें ।

- I. पासपोर्ट आकार के दो रंगीन फोटोग्राफ
- II. पैन कार्ड की छायाप्रति (स्व अभिप्रमाणित) (यदि पैन कार्ड उपलब्ध नहीं रहे तो पैन कार्ड के लिये आवेदन कर उसके पावती की छायाप्रति संलग्न करें )
- III. वोटर आई डी /डाइविंग लाइसेंस/पासपोर्ट/आधार कार्ड की छायाप्रति (स्व अभिप्रमाणित)
- IV. जिलावार सभी संबंधित पदाधिकारियों का उप विकास आयुक्त द्वारा निर्गत Authorization letter

3. अतः उपरोक्त निर्देश का दृढ़तापूर्वक अनुपालन सुनिश्चित करें ताकि 1 नवम्बर, 2014 से e-FMS के तहत मनरेगा अंतर्गत सभी प्रकार के भुगतान का क्रियान्वयन किया जा सके । साथ ही उप विकास आयुक्त उक्त तिथि तक वैसे प्रखण्ड विकास पदाधिकारियों जिनका DSC निर्गत किया जा चुका था किन्तु उनके स्थान पर ग्रामीण विकास पदाधिकारियों को पदस्थापित किया जा चुका है, का DSC प्राप्त करते हुए विभाग में श्री सुमित अग्रवाल, UNDP Consultant/ श्री कुमार सुभाष, P.O. को समर्पित करना सुनिश्चित करें ।

4. साथ ही आई0 टी0 संबंधी आधारभूत संरचना efms लागू करने के लिये क्या क्या उपलब्ध है-और क्या क्या कमी है इस संबंध में भी पत्र के माध्यम से सूचित करेंगे ।

अनुलग्नक:-यथोक्त ।

विश्वासभाजन

(एस0/एम0 राजू)

सचिव

16/10/14



# Class 2

Individual Certificate

(n)Code Solutions  
e-Safe. e-Secure. e-Sure.

## Registration Form for Class 2 Digital Certificate

Customer Identification Number : \_\_\_\_\_ (for office use only)



<b>Validity</b>	1 Year <input type="checkbox"/>	2 Year <input type="checkbox"/>	<b>Type</b>	Only Signing <input type="checkbox"/>	Sign & Encrypt <input type="checkbox"/>
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Affix recent passport size photograph of the applicant

**Applicant Name**

Surname	First Name	Middlename
<input type="text"/>		

**Email ID**  **Date of Birth**

Applicant to sign across the photograph extended to application form

**Residential Address**

(As mentioned in attached supporting)

**Town/City/District**  **State/Union Territory**

**PIN**  **Contact No.**  **PH**  **MO**

**Identify Detail of Applicant**  Please tick any one and enclose the copy of same

\*PAN Card  Postoffice ID Card  Driving License  Passport  Govt. ID Card  Copy of Bank Account Passbook containing photo & signed by applicant with attestation by concerned Bank Officer

\*For PAN based DSC, pls provide the PAN Card details and enclose the copy of same.

I hereby agree that I have read and understood (n)Code Solutions CA CPS and the subscriber agreement and promise to abide the same. I have read and understood guidelines for storage of private keys mentioned in (n)Code Solutions CPS and risk involved by using other storage devices to store private keys. I shall be held responsible for all risks arising out of not using USB Crypto Tokens to store private key.

**DETAILS REQUIRED IF APPLICANT IS FOREIGN NATIONAL :** **Nationality :**

**Visa Details :**  **Passport :**

- INSTRUCTIONS:**
- Please fill the form in English only in legible format.
  - The details are required to obtain Class 2 Individual Certificate and will bear Object Identification as 2.16.356.100.2.2
  - Incase keypair has been compromised/lost/deleted, please apply for revocation of certificate.
  - Incomplete application is liable for Rejection.
  - Please refer to the CPS for more information.
  - All supporting documents should be attested by Gazetted Officer or Bank Manger or Post Master. Alternatively the applicant can present originals to LRA for verification and attestation.
  - The Validity of address proof in case of utility bills shall not be older than 3 months from the date of application.
  - For any assistance Please get in touch with us at : dscsupport@ncode.in or call : 1800 - 233 - 1010.

**Date :**

**Place :**

**Signature of Applicant**

**For LRA use only**

All Documents Checked & Verified by : \_\_\_\_\_

**Seal & Signature** **LRA Name, Seal & Signature**



**Toll Free : 1800 - 233 - 1010**  
www.ncodesolutions.com **(n)**

## Registration Form for Class 2 Digital Certificate

Customer Identification Number : \_\_\_\_\_ (for office use only)

### Documents Required for Verification

#### Checklist of the document to be submitted with Application

1. Attested copy of any one documents as proof identity. (Please tick the one submitted)

- PAN Card  OR  Driving License  OR  Passport  OR  Post Office ID Card  OR  Government ID Card  
 OR  Copy of Bank Account Passbook containing photo & signed by applicant with attestation by concerned Bank Officer

#### Document as proof of Address (Please tick the one submitted)

2. Attested copy of documents as proof of Address. (Please tick the one submitted)

- Telephone Bill  OR  Voter ID Card  OR  Passport  OR  Gas Connecton  OR  
 Electricity Bill  OR  Water Bill  OR  Driving License/RC  OR  Property Tax / Corporation Tax Municipal Corporation Receipt  
 OR  Bank Statement attested by the Bank  OR  Services Tax / VAT Tax / Sales Tax Reg. Certificate

#### Payment Details (Applicable for applicant obtaining DSC from any of (n)Code Offices)

Cheque / D.D. to be Drawn in favour of "(n)Code Solutions, Division of GNFC Ltd." (Cheque should be "Payable at Par")

Date : \_\_\_\_\_ Bank Name : \_\_\_\_\_ DD / Cheque No. : \_\_\_\_\_ Amount : \_\_\_\_\_

(n)Code Offices Corporate Office Ahmedabad : 079-4000 7300 • dscsales@ncode.in

Mumbai  
022-22048908  
mumbaisales@ncode.in

Delhi  
011-26452279/80  
northsales@ncode.in

Bangalore  
080-25272525  
southsales@ncode.in

Chandigarh  
0172-2707732  
punjabsales@ncode.in

Surat  
0261-3003690  
suratsales@ncode.in



Sample

Class 2  
Individual Certificate

(n)Code  
Solutions  
e-Safe e-Secure e-Sign

*Shanmugam*

### Registration Form for Class 2 Digital Certificate

Customer Identification Number : \_\_\_\_\_ (for office use only)

Validity 1 Year  2 Year  Type Only Signing  Sign & Encrypt

**Applicant Name**

Surname: ROYCHOWDHURY First Name: ASOK Middlename: KUMAR

Email ID: sreeamanog@rediffmail.com Date of Birth: 20031942



Applicant to sign across the photograph extended to application form

Residential Address: SA, EKDALIA PLACE

Town/City/District: KOLKATA West Bengal  
PIN: 700019 Contact No: PH 24606088 MO 9831936072

Identity Detail of Applicant: ADJPR 1526 @ the copy of same  
 PAN Card  Postoffice ID Card  Driving License  Passport  Govt. ID Card  Copy of Bank Account Passbook containing photo & signed by applicant with attestation by concerned Bank Officer

\*For PAN based DSC, pls provide the PAN Card details and enclose the copy of same.

I have read and understood the terms and conditions of the Class 2 CA CPS and the subscriber agreement and promise to abide the same. I have read and understood the terms for storage of private keys generated in (n)Code Solutions CPS and not involve by using other storage devices to store private keys. I understand and responsible for all risks arising out of not using (n)Code Solutions to store private keys.

DETAILS REQUIRED IF APPLICANT IS FOREIGN NATIONAL : Nationality :  
Visa Details : Passport :

**INSTRUCTIONS:**

- Please fill the form in English only in legible format
- The details are required to obtain Class 2 Individual Certificate and will bear Object Identification as 2.18.356.100.2.2
- If your keypair has been compromised/deleted, please apply for re-generation of certificate.
- Incomplete application is liable for Rejection
- Please refer to the CPS for more information
- All supporting documents should be attested by Gazetted Officer or Bank Manager or Post Master. Alternatively the applicant can present originals to LRA for verification and attestation.
- The Validity of address proof in case of utility bills shall not be older than 3 months from the date of application.
- For any assistance Please get in touch with us at : dscsupport@ncode.in or call : 1800 - 233 - 1010

Date: 16/10/14 Place: KOLKATA Signature of Applicant: *[Signature]*

Verified by (n)Code Office: \_\_\_\_\_ For LRA use only: All Documents Checked & Verified by: \_\_\_\_\_

Seal & Signature: \_\_\_\_\_ LRA Name, Seal & Signature: \_\_\_\_\_

V 4 Toll Free : 1800 - 233 - 1010 www.ncodesolutions.com (n)