



प्रसार भारती Prasar Bharati

(भारत का लोक सेवा प्रसारक India's Public Service Broadcaster)

सूचना प्रौद्योगिकी प्रभाग, प्रसार भारती सचिवालय I.T. Division , P.B. Secretariat

आकाशवाणी भवन, संसद मार्ग, नई दिल्ली Akashvani Bhawan, Sansad Marg, New Delhi-110001

R E M I N D E R

File No. 7(55)/2017/IT /738

Date: 11.09.2019

Subject: Official email id creation for implementing e-Office.

Reference: No.7(151)/2018/IT/PBS/03 dated 31.01.2019, available on "airnet", however copy of the same is enclosed.

(1) As intimated earlier for accessing e-Office, individual officials are required to have emailed in their individual name, in domain "@prasarbharati.gov.in / @gov.in / @nic.in" linked with a valid mobile number. The requirement for creation of email ids can be submitted through HRIS as per the procedure intimated earlier vide above referred letter.

Despite repeated request, many stations have not submitted their requirement and some of the stations have submitted only partial list.

All the Head of Offices are once again requested to initiate the action for creation of email ids of all officials working in their office , after logging in HRIS.

Officials already having "name based emailed" need not to be included while sending the list for emailed creation.

(2) Users in "**prasarbharati.gov.in**" are requested to update their profile by clicking the Menu Button on "https:// email.gov.in" (<https://msgapp.email.gov.in/profileupdate2/index.jsp>).

Please ensure that the "display name" while updating profile must contain Name, Designation & Station/Section.


11.9.19

T.P. Singh

Assistant Director Engg. (IT)

To all HOO, through

1. www.prasarbharati.gov.in
2. AIRNET

Copy for kind information to:

1. PS to CEO, to M(F), Prasar Bharati
2. PS to DGAIR/DGDD/DG(News)AIR/DG(News)DD/ E-in-C (AIR)/E-in-DD.
3. By email to all.