



महाराष्ट्र शासन
शिक्षण संचालनालय, (उच्च शिक्षण) महाराष्ट्र राज्य,
मध्यवर्ती इमारत, पुणे ४११ ००१

Web : www.dhepune.gov.in, E-Mail : prash.dhepune@gov.in

फोन नं.०२०/२६१२२३३९, २६०५३५३२, २६१३०६२७, २६१२४६३९

फॅक्स नं.०२०/२६१३३१५३

क्र.ममअ-२०१४/ई-मेल/वेबहोस्टिंग/सांख्यिकी २२६६

दिनांक. ०९.०३.२०१५

19 MAR 2015

प्रति,
सर्व विभागीय सहसंचालक,
उच्च शिक्षण,
सर्व संचालक/प्राचार्य,
शासकीय विज्ञान संस्था/शासकीय न्यायसहाय्यक विज्ञान संस्था/
भारतीय प्रशासकीय सेवापूर्व प्रशिक्षण केंद्र/
शासकीय कला, वाणिज्य, विज्ञान व विधी महाविद्यालये/
शासकीय अध्यापक महाविद्यालये

विषय : उच्च शिक्षण विभागाचे अधिपत्याखालील सर्व शासकीय कार्यालयांसाठी सूचना
वेबसाईट होस्टिंग, ऑफिशिअल ई-मेल ॲड्रेसचा वापर

संदर्भ : माहिती व तंत्रज्ञान संचालनालयाचे दिनांक.३०.०९.२०१३ चे पत्र

विषयांकित प्रकरणी माहिती व तंत्रज्ञान संचालनालय, मंत्रालय, मुंबई यांचे संदर्भिय पत्राचे अवलोकन करावे. सुलभ संदर्भास्तव प्रत सहपत्रीत केलेली आहे. प्रस्तुत पत्रान्वये शासकीय कार्यालयांमधील ई-मेल ॲड्रेस व वेबसाईट होस्टिंगबाबत पुढीलप्रमाणे सूचना दिलेल्या आहेत.

१. वेबसाईट होस्टिंग-

१. DIT यांचेकडून वारंवार देण्यात आलेल्या सूचनांनुसार आपली वेबसाईट फक्त भारतातील सर्व्हरवर होस्ट करण्यात यावी, त्याचप्रमाणे सदरच्या वेबसाईटचे CERT-IN च्या मार्गदर्शक सूचनांनुसार वेळोवेळी सिक््युरिटी ऑडिट झाले पाहिजे.

२. प्रत्येक वेबसाईटचा डोमेन नेम .gov.in/nic.in असाच असला पाहिजे. दुसऱ्या कोणत्याही प्रकारचा नसावा. उदा. .com/.org/.org.in असे नसावेत.

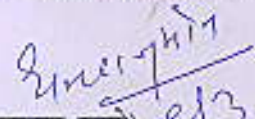

२. ऑफिशिअल ई-मेल ॲड्रेस वापराबाबत-

१. असे दिसून आले आहे कि, बरेच शासकीय अधिकारी/कर्मचारी वैयक्तिक ई-मेल ॲड्रेसचा वापर उदा. gmail/yahoo/hotmail/rediffmail यांसारख्या प्रायव्हेट कंपन्यांचे ई-मेल वापरतात. शासकीय

कार्यालयांचेसुद्धा ऑफिशिअल ई-मेल ॲड्रेस अश्याचप्रकारचे प्राव्हेट कंपन्यांचे असल्याचे शासकीय वेबसाईटवर दिसून आले आहेत.

२. अशाप्रकारचे प्राव्हेट कंपन्यांचे ई-मेल ॲड्रेस वापरल्यामुळे शासकीय व अत्यंत महत्वाची व गोपनीय माहिती दुसऱ्या देशात पोहचते व त्यांचे सर्व्हर सेव्ह रहाते. यामुळे पब्लिक रेकॉर्ड ॲक्ट १९९३ मधील सेक्शन ४ चे उल्लंघन होते. त्यामुळे सर्व शासकीय कार्यालये व कर्मचाऱ्यांना याद्वारे सूचना देण्यात येत आहेत की, प्रत्येकाने शासनाने दिलेला ई-मेल आयडीच वापरावा व त्यासाठी .NIC, DIT, Maha Online यांचेशी संपर्क साधावा.

तरी वरील सर्व सूचनांचे काटेकोरपणे पालन करण्यात यावे व केलेल्या कार्यवाहीचा अहवाल संचालनालयास सादर करावा.


(डॉ. धनराज माने) 
शिक्षण संचालक (उच्च शिक्षण)
महाराष्ट्र राज्य, पुणे-१



Rajesh Aggarwal

Secretary, IT

E-mail – sec.it@maharashtra.gov.in

No: GAD-075/7/2013-DIR-DIT (MH)-DIT (MH)

Directorate of Information Technology,

General Administration Department,

Mantralaya, Mumbai-400032.

Tel.: 022-22026534

Date: 30/09/2013

Subject: Advisory to all Govt. Departments in Maharashtra regarding...

- Hosting of Government Websites, use of Official Email IDs and other Cloud Based Services, connecting to NIXI & Sec. 43A Compliance Audits.
- Adoption of Technical Standards for Interoperability Framework and other standards published by GoI for various eGovernance Projects

References:

1. Information Technology Act, 2000 as amended in 2008
2. The Public Records Act, 1993
3. Maharashtra State e-Governance Policy 2011
4. Guidelines for Indian Government Websites (GIGW) - NIC & DARPG
5. Email policy (Version 2) of Maharashtra, released on March 1, 2012

Dear Sir / Madam,

I wish to draw your attention towards following issues which assume significance in light of recent incidents which indicate how data kept outside the country is easily accessible to external Governments and their Corporate sector.

A. Website Hosting:

- 1) DIT in its communication to all departments from time to time, has instructed them to host their websites only on servers located within India. Any website hosting must also comply with CERT-IN guidelines for web security and go through periodic security audits.
- 2) Guidelines for Indian Government Websites (GIGW) specify that all government websites must use .gov.in or .nic.in domain names. They should NOT USE any other domain names such as .com, .org, .org.in, etc.
- 3) Section 8.5 of "eGovernance Policy of Maharashtra -2011" which is approved by the Cabinet, states that "All websites and Web-based applications will comply with Website design guidelines issued from time to time by Government of India".
- 4) Section 4 of the Public Record Acts, 1993 states that "no person shall take or cause to be taken out of India any public records without the prior approval of the Central Government; provided that no such prior approval shall be required if any public records are taken or sent out of India for any official purpose".
- 5) There have been incidents in recent times, about hackers breaking into government websites e.g. very recently social justice website was hacked, and it was found that this

website developed and maintained by a private company was running from the United States. Hackers not only deface the government websites, but also tend to steal/manipulate valuable data and even insert malicious content and/or redirect visitor traffic to malicious websites. In case of information leak or hacking of server hosted abroad, there are difficulties investigating the case as Indian laws are difficult to be applied on those agencies.

Considering these issues, it is hereby re-iterated that all websites and Applications of state government departments and all directorates, corporations, public undertakings under them, should be hosted within India and preferably on government owned servers in State Data Centre or NIC data centres or on servers collocated in Tier 3 data centres in India.

B. Use of Official Email ID

- 1) It has been observed that many government employees use private (i.e. publicly available) email IDs such as Gmail, Yahoo, Hotmail. Several senior government officials in Maharashtra Government have their Gmail/Yahoo/Hotmail IDs listed in government portals as their official email. Through use of such email system, sensitive government data is being transmitted and stored on private servers outside the country. This is clear violation of section 4 of the Public Records Act, 1993, and various other instructions as listed in previous paragraphs.
- 2) Various Government agencies have been raising concerns over use of email services provided by foreign firms which have their servers located in overseas locations (or nontraceable locations), thus making it difficult to track any misuse or leakages.
- 3) Department of Electronics and Information Technology, Government of India is drafting a policy on e-mail usage in government offices and departments, which will be released very soon.

In light of all above, all departments are hereby requested that preferably only government provided email IDs, from servers within India, be used for official communication by all government employees. You may contact NIC or DIT or MahaOnline for the same. When Govt. Of India issues any instructions in this regard, they will be brought to the notice of all departments for strict compliance

C. Use of Cloud Based System

While using Gmail, Yahoo, Skype, Evernote, iPad Notes, Google Drive, SkyDrive, Google Docs, Office 365, Dropbox, Amazon cloud, Facebook, Twitter, YouTube, Google Maps etc. same precautions as above would apply regarding sensitive government data or citizen data.

D. Routing traffic through NIXI (National Internet Exchange of India)

SDC hosted in Mumbai is connected to National Internet Exchange of India (NIXI) exchange point at Navi Mumbai. This ensures that domestic Internet packets mostly remain with India. Whenever any department/corporation etc. is hosting a website outside the SDC, or purchasing bandwidth for various locations, it should be ensured that the concerned data centre/ISP is connected to nearby NIXI nodes.

E. Section 43A Compliance Check

Not only security of data, but keeping Citizen's private data secure is also important. Failure to protect sensitive data attracts provisions of Section 43A of Information Technology Act 2000, as amended in 2008. Section 3 of Information Technology

(Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011 notified by Govt. Of India on 11th April 2011 defines SPD (Sensitive Personal Data), while Section 8 of these Rules defines Reasonable Security Practices and Procedures. Hence it is advisable that whenever any Department is collecting or keeping Citizen data, Section 43A compliance Audit should be got done.

It is also necessary that appropriate NDA(Non-Disclosure Agreement) is signed with the vendors as well all their employees designing/developing/implementing/maintaining the software, hardware, network, bandwidth etc.

F. Adoption of Technical Standards for Interoperability Framework and other standards published by GoI

As mandated in eGovernance Policy of Government of Maharashtra, standards in eGovernance are of a high priority activity. Standards will ensure sharing of information through seamless interoperability of data across e-Governance applications. eGovernance Policy also mandates use of open standards in all e-Governance projects in the state

In view of the above, ensure that all the existing and new e-Governance projects, right from the conceptualization and design stage, should adhere to the listed Technical Standards in Interoperability framework document and other eGovernance standards published by GoI from time to time, which are available at <http://egovstandards.gov.in>

You are requested to advise all administrative units within your departments, divisional & district offices, directorates, state public undertakings, corporations etc. to comply with this Advisory.

Yours Sincerely,


(Rajesh Aggarwal)

To,

- 1) All Additional Chief Secretaries/Principal Secretaries/Secretaries of departments
- 2) All Divisional Commissioners and District Collectors

Copy for favor of information to:

- 1) Chief Secretary, Government of Maharashtra
- 2) Secretary DEITY, Government of India
- 3) DG, CERT-IN
- 4) DG, NIC Delhi;
- 5) DDG, NIC Pune;
- 6) SIO, NIC Mumbai
- 7) COO, MahaOnline
- 8) CEO, NIXI