



Department of Telecommunications  
O/o Controller of Communication Accounts  
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04/A-19011/3/2014-Admn/Misc. Order/538

Dated: 04.08.2017

To,

All Officers/Officials,  
O/o CCA, Bihar Circle, Patna.

**Sub : Password protection and security of DSC.**

As is known, this office is approving and paying large amounts under GPF, Pension, Salary and other Bills etc. Most of these transactions are being approved electronically. Therefore, the need of maintaining secrecy of password is of critical importance.

2. In the above context, it is instructed that password should be kept secret by the officer/official concerned and to be changed periodically as per the protocol. It is reiterated that the officers approving such transactions are personally responsible for the authenticity of the transactions.

3. Password policy of Govt. of India as downloaded from the website of Ministry of Electronics and Information Technology is enclosed for necessary compliance.

4. The above instruction may be followed scrupulously by all.

5. This issues with the approval of competent authority.

Encl : Password policy of MEITY.

  
4/8/17  
ACCA (Admn.)  
Tel. No. 0612-2213102