To

All Nodal Officers,
CCTNS Project,
States/UTs

Subject: Regarding Naming of Police and Citizen's Portal in Core Application Software (CAS) in States/UTs - reg

Sir,

This is with regards to naming convention for Police and Citizen's Portal in CAS Application. As you are aware that pilot launch of CAS police portal has already been done by Hon'ble Union Home Minister on 4th Jan, 2013 while Citizen's Portal is scheduled to be launched on pilot basis by 1st April, 2013.

It is desired that a common naming standard is followed across the States/UTs for Police and Citizen's Portal during CAS rollout. This would facilitate standardization and ease of remembrance for Police Officials / Citizens of the county. During discussions held at NCRB, it has been agreed that following naming convention will be used for Police and Citizen's Portal respectively in each State/UT.

1. Police Portal  - policeportal.<Name of existing domain owned by State Police>
2. Citizen Portal  - citizenportal.<Name of existing domain owned by State Police>

For example the name of Police and Citizen's Portals in Uttar Pradesh, where the domain owned by state police is uppolice.up.nic.in could be as follows:

1. Police Portal  - policeportal.uppolice.up.nic.in
2. Citizen Portal  - citizenportal.uppolice.up.nic.in

The process for registration of sub domain (fourth-level) registration as provided by NIC is explained in annexure for your ready reference.

You are advised to share this information with system integrator and SPMU teams so that required necessary action can be initiated with their assistance in this regard.

This issue with the approval of DG, NCRB.

Yours Sincerely

(B. Radhika)
JD & JS (CCTNS)

Copy to:
JS (CS), MHA, Government of India, NDCC-II Building, Jai Singh Road, New Delhi
Sub Domain (fourth-level) Registration Services:

This section of the site allows you to register Sub Domains (fourth-level), if you are already holding a third-level domain name (eg. xyz.gov.in) under GOV.IN and the third level domain is hosted with NIC.

The state governments can register a third-level domain name under GOV.IN and then the fourth-level sub domains can be registered for its various Ministries / Departments / Organisations etc.... For example, Government of Delhi may register a third-level domain name like delhi.gov.in and then the fourth-level sub domains may be registered for its various Departments like education.delhi.gov.in, tourism.delhi.gov.in, transport.delhi.gov.in, etc...

Similarly a Department/Organisation can register a third-level domain name under GOV.IN and then the department can register fourth-level domains for its branches/divisions/offices across the country. For example, Comptroller and Auditor General of India(CAG) may register third-level a domain like cag.gov.in and then it may register the fourth-level domains for its various offices across the country like agup.cag.gov.in, agmp.cag.gov.in, agtn.cag.gov.in etc...

Conditions:

- The Fourth-level sub domain registrations are entertained here only for the third-level domains hosted with NIC. If you are already having a third-level domain name, but the domain is hosted with other ISP (not NIC), then contact the ISP to delegate sub domains. If you are not at all owning a third-level domain name under GOV.IN, you can visit the website http://registry.gov.in to register a Domain name.

- Even though the State/Department have more than one Domain Name, the sub domain (fourth-level) delegations will be permitted only under one third-level domain name chosen by the State/Department as its permanent name. For example, the Government of Haryana may own more than one third level domains like haryana.gov.in & hr.gov.in. But the sub domain delegation is permitted either on haryana.gov.in or on hr.gov.in not on both.

- The eligibility requirements for obtaining a sub domain is as same as GOV.IN Domain eligibility requirements

- The domain naming conventions are also as same as GOV.IN Domain Naming Conventions

Registration Procedures:

1. Sub Domain Delegation Request :

   The parent Department has to first submit the request for sub domain delegations under the third-level domain i.e. to activate fourth-level domain registrations.

   The request for sub domain delegations under a third-level domain name has to be submitted once in writing in the specified format on the letter head of the concerned parent department to designate NIC to handle sub domain registrations (fourth level).

2. Sub Domain Registrations :

   The Sub Domain Registrations will be activated/accepted only after receiving the valid Sub Domain Delegation Request Letter (completion of Step 1) from the parent Department.

   Below mentioned steps are to be followed to register a Sub Domain.

   i. Register your Sub Domain Name (fourth-level)
ii. Submit an Authorization Letter at the earliest but not later than 30 days of completing the online registration

Once the above stated Registration process is completed, the Domain Manager will process the request accordingly. The Registrar will contact you if any additional information about the registration is required, prior to activation. If the registration is in order, the sub domain name will be placed on Active Status and the same will be notified via email.

**Note:**

As per the present policy, there is no fee for the sub domain (fourth-level) name registrations under GOV.IN Domain space. However, if there is any change in the policy, the Registrar reserves the right to charge the fee for sub domain name registrations/renewals as well as cancel the registration on account of non payment or any violation or non compliance to the laid down policies / procedures.