



डॉ. राजेंद्र प्रसाद केन्द्रीय कृषि विश्वविद्यालय
पूसा (समस्तीपुर) 848125
Dr. Rajendra Prasad Central Agricultural University
Pusa (Samastipur) 848125 Bihar

E-Governance Cell

Declaration form for creation of official Email Account

TERMS AND CONDITIONS

1. This email is only for the official communication. Students are advised to communicate with the university officials and teachers using this account only.
2. Users are requested to keep the given login credentials a secret. Please change your password at least once in every three months.
3. By not doing so (point no 2) the account may be compromised by hackers and the hacker can use the same account for sending spurious mails. On this account, the University is neither responsible nor accountable for this type of misuse of the compromised mail accounts.
4. Do not open any attachment unless, it has come from a known source. In fact delete those mails which are not relevant to you. They might contain a virus that will corrupt your computer.
5. Users are requested, if possible, to install the personal firewall software to secure their machine and e-mail traffic.
6. Users are requested to install the Antivirus software with latest pattern.
7. All e-mails/data sent through the mail and creation and exchange of information in violation of any laws, including copyright laws are the sole responsibility of the user owning the account.
8. University will take all possible measures to prevent data loss, however, due to unforeseen technical issues if the same happens, the University cannot be held responsible.
9. Users are responsible for his/her data in case he/she accidentally deletes data, he/she will not ask the university to restore it.
10. Allotted email account will be disabled as soon as the employees retire from/ leave the university and students complete their degree programme. Hence, it will be responsibility of the concerned user to save their contact information and data before the account is disabled. In no case such accounts will be enabled.
11. Any case of inappropriate use of e-mail accounts shall be considered a violation of the Terms & Conditions and may result in deactivation of the account. Further, such instances may also invite inquiry and necessary action depending upon the nature of violation under Section 66A of IT Act, 2000.

This is to declare that I Dr/Mr/Ms _____, Emp ID/Roll No _____ hereby undertake the sole responsibility for the use of email account and to abide by the terms and conditions given above.

Signature of the applicant

Signature of the Recommending authority
with stamp

Note :- Kindly upload dully filled declaration form on the portal and submit the form