

No.1/3/2022-IT
Government of India
Ministry of Micro, Small and Medium Enterprises
(IT Division)

Nirman Bhavan, New Delhi
Dated : 30th September, 2022

Office Memorandum

Subject: Minutes of the meeting held on 13.09.2022 under the Chairmanship of JS(CIS) MHA with Ministries to discuss about the action taken and the status of Annual Action Plan for the year 2022-23 for celebrating CYBER JAAGROOKTA(Awareness) DIWAS.

Enclosed please find herewith a copy of Minutes No.22003/15/2019-I4C dated 19.09.2022 received from Indian Cyber Crime Coordination Centre (I4C) (CIS Division) NDCC-II, Jai Singh Road, New Delhi on the subject cited above.

2. It is requested that necessary action may be taken in para 6 of the minutes of the meeting held on 13.09.2022. Since 5th October, 2022 (Wednesday) is Dussehra Holiday, the Cyber Jagrookta Diwas may be celebrated on 06th October,2022 (Thursday) in an elaborative manner for propagating cyber hygiene, as mass awareness campaign by involving dignitaries in various function in the Ministry for the month of October,2022.

Encls: A/a.



(Surender Kumar)

Deputy Secretary to the Govt Of India.

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To

1. All officers and staff members of Ministry.
2. AS&DC (MSME) & all officers and staff members of Office of DC (MSME), Nirman Bhawan, New Delhi.
3. CMD, NSIC, NSIC Bhawan, Okhla Industrial Estate, New Delhi – 110020.
4. CEO, KVIC, "Gramodaya", 3 Irla Road, Vile Parle (West), Mumbai-400056.
5. Director, MGIRI, Maganwadi, Wardha, Maharashtra – 442 00.
6. Director General, National Institute for Micro, Small and Medium Enterprises(ni-msme), Yousufguda, Hyderabad – 500 045.
7. Coir Board, "Coir House", M.G. Road, Kochi 682 016

22003/15/2019-I4C
Government of India
Ministry of Home Affairs
Indian Cyber Crime Coordination Centre
(CIS Division)

5th Floor, NDCC-II Building,
Jai Singh Road, New Delhi-110001,
Dated the 19th September, 2022.

Minutes of the meeting held on 13.09.2022 at 04.00 pm in Conference Hall, 1st Floor, NDCC – II Building, Jai Sing Road, New Delhi under the chairmanship of Joint Secretary (CIS), MHA with Ministries to Government of India to discuss about the action taken and the status of 'Annual Action Plan' for the year 2022-2023 for celebrating Cyber Jaagrookta (Awareness) Diwas.

A meeting was held on 13.09.2022 at 04.00 pm in Conference Hall, 1st Floor, NDCC – II Building, Jai Sing Road, New Delhi under the chairmanship of Joint Secretary (CIS), Division, MHA with Ministries of Government of India to discuss about the action taken and the status of 'Annual Action Plan' for the year 2022-2023 for celebrating Cyber Jaagrookta (Awareness) Diwas by States/UTs. The list of officers who attended the meeting is enclosed as Annexure-I.

2. Deputy Secretary(I4C) MHA welcomed the participants and briefed about the D.O. of Union Home Secretary issued to Secretaries to Ministries of Government of India for preparing an Annual Action Plan to observe **Cyber Jaagrookta (Awareness) Diwas**. He further stated that some of the Ministies have prepared the Annual Action Plan in this regard.
3. Joint Secretary (UT), MHA stated that as cyber crime is increasing manifold, there is a need to propagate cyber hygiene in all sections, branches, wings of the Ministries to prevent cyber crime. He further highlighted that collective efforts are required to prevent financial cyber crime.

Other issues, apart from Cyber Hygiene highlighted by States/UTs

5. Some of the issues, other than cyber hygiene highlighted by States/UTs in the meeting are as under:-
 - Many of the branches used outdated Windows software which may lead to cyber threat.
 - Ministries should use Sandes as Messenger for official purpose.
 - There is a need to bring mass awareness for helpline no. 1930 for reporting cyber financial frauds and National Cyber Crime Reporting Portal www.cybercrime.gov.in for reporting all complaints pertaining to cyber crime.

- I4C along with team of MeitY and Cert-In may proactively carry out cyber hygiene in various Ministries.
- NIC to be requested to propagate National Helpline Number 1930 and NCRP from the Central server for all the offices connected with NIC platform. Further, NIC may be requested to propagate National Helpline Number 1930 as the signature in email for few days.
- NIC to be requested to convene a training program of Government officials for sharing data in form of drive. NIC to be further requested to pop up 5-6 questions to the officials using the NIC email regarding change of password, downloading upgrades and patches, etc., at frequent intervals.
- MeitY and IB to be requested for training of CISOs of various Ministries on Information Security.
- I4C to develop mobile app for cyber crime complaints which is user friendly.

6. The matter was discussed in detail and following decisions were taken in the meeting: -

Action Points for Ministries to Government of India

- All Ministries to prepare an **Annual Action Plan** for celebrating Cyber Jaagrookta Diwas (CJD) on first Wednesday of every month from 11.00 am onwards in all sections, branches, wings of Ministries in the country, etc.
- The Annual Action Plan for the financial year 2022-23 may be sent to I4C, MHA by **10th October, 2022**.
- Since, 5th October, 2022 (Wednesday) is Dussehra holiday, the Cyber Jaagrookta Diwas may be celebrated on 6th October, 2022 (Thursday) for the month of October, 2022. It is further requested, as one year of CJD is getting completed in October, 2022, it is requested that **6th October, 2022** may be celebrated in an elaborative manner for propagating cyber hygiene, as mass awareness campaign, by involving dignitaries in various functions in the Ministries.
- Ministries to ensure that officials properly download the **upgrade and patches**, timely in their desktop / computer systems.
- Ministries may like to utilize more than **100 videos** prepared by I4C for cyber hygiene, as per list enclosed.

For I4C, MHA

- For various Ministries of Govt. of India, I4C may coordinate with MeitY and NIC HQ to install antivirus software, upgrades and patches including implementation of password policies by **pushing through central data base**.
- Ministries should use Sandes as Messenger for official purpose.
- There is a need to bring mass awareness for helpline no. 1930 for reporting cyber financial frauds and National Cyber Crime Reporting Portal www.cybercrime.gov.in for reporting all complaints pertaining to cyber crime.

- d. I4C along with team of MeitY and Cert-In may proactively carry out cyber hygiene in various Ministries.
- e. I4C to take up the matter with NIC to propagate National Helpline Number 1930 and NCRP from the Central server for all the offices connected with NIC platform. Further, NIC may be requested to propagate National Helpline Number 1930 as the signature in email for few days.
- f. I4C to take up the matter with NIC for organizing a training program of Government officials for sharing data in form of drive. NIC to be further requested to pop up 5-6 questions to the officials using the NIC email regarding change of password, downloading upgrades and patches, etc., at frequent intervals.
- g. I4C to request MeitY and IB for training of CISOs of various Ministries on Information Security.
- h. I4C to develop mobile app for cyber crime complaints which is user friendly.

7. The meeting ended with the vote of thanks to the Chair.
