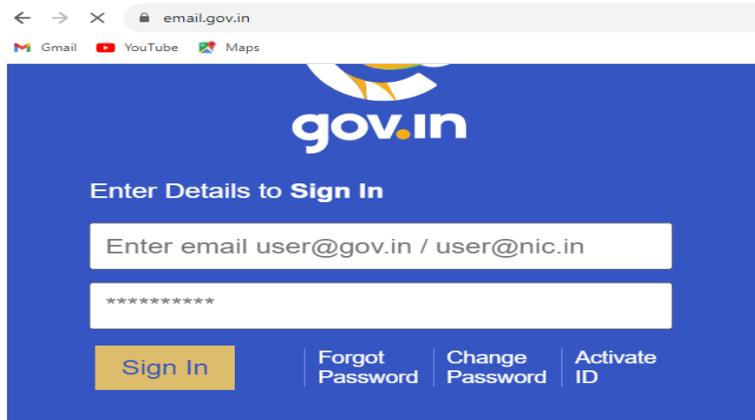


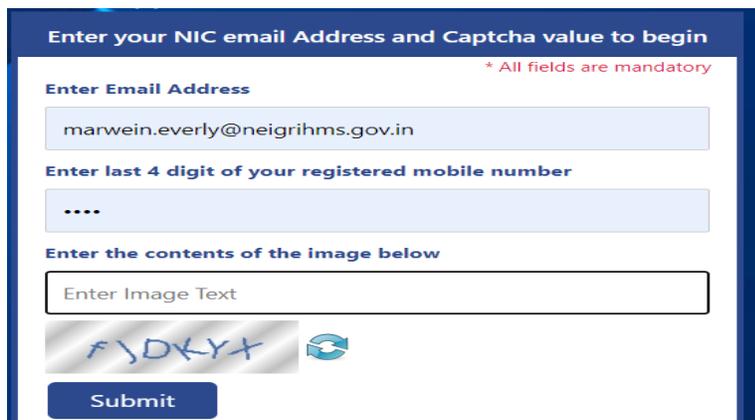
Steps to Activate email using Forgot Password

Step 1: Open **email.gov.in** using your browser. Click on Forgot Password option.



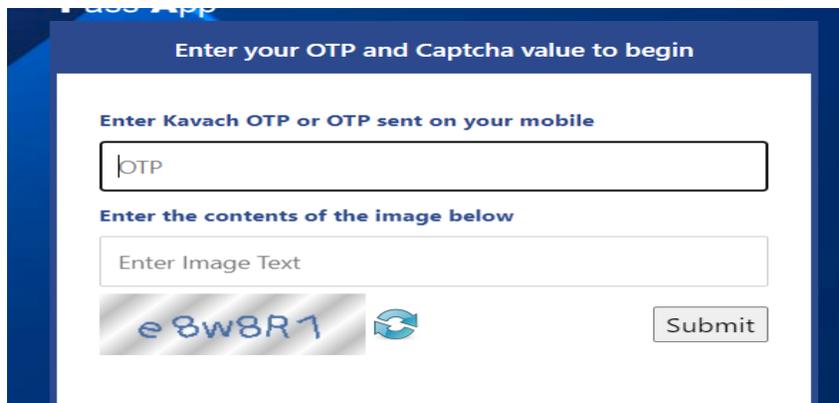
The screenshot shows the email.gov.in website interface. At the top, there is a navigation bar with the 'gov.in' logo and the text 'Enter Details to Sign In'. Below this, there are two input fields: the first is for the email address, with a placeholder 'Enter email user@gov.in / user@nic.in', and the second is for the password, represented by asterisks. At the bottom of the form, there are four buttons: 'Sign In' (highlighted in yellow), 'Forgot Password', 'Change Password', and 'Activate ID'.

Step 2: Enter your government email **@neigrihms.gov.in** as provided in your alternate email, along with the last 4 digit of your registered mobile number. Fill the captcha and click submit.



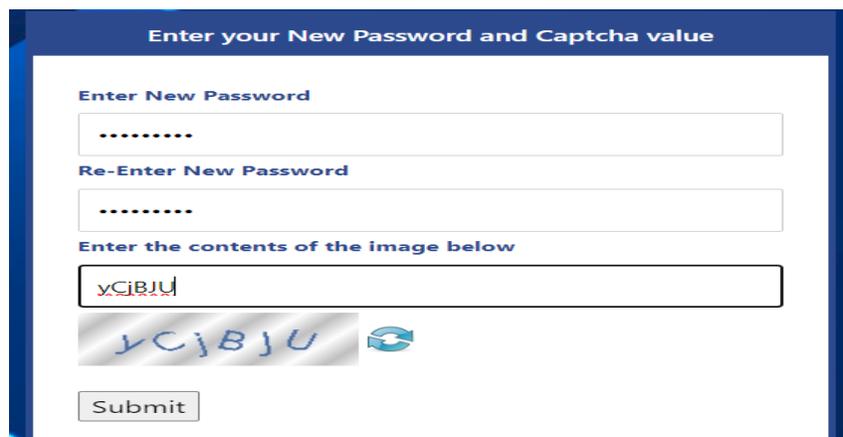
The screenshot shows a form titled 'Enter your NIC email Address and Captcha value to begin'. It includes a red asterisk warning: '* All fields are mandatory'. The form has three main sections: 1. 'Enter Email Address' with a text box containing 'marwein.everly@neigrihms.gov.in'. 2. 'Enter last 4 digit of your registered mobile number' with a text box containing '....'. 3. 'Enter the contents of the image below' with a text box containing 'Enter Image Text' and a captcha image showing the characters 'FJDKY+' and a refresh icon. A 'Submit' button is located at the bottom.

Step 3: An OTP will be sent to your registered mobile number and will be required to be entered as can be seen below and click submit.



The screenshot shows a form titled 'Enter your OTP and Captcha value to begin'. It includes two main sections: 1. 'Enter Kavach OTP or OTP sent on your mobile' with a text box containing 'OTP'. 2. 'Enter the contents of the image below' with a text box containing 'Enter Image Text' and a captcha image showing the characters 'e8w8R1' and a refresh icon. A 'Submit' button is located at the bottom right.

Step 4: Enter your desired password which **must contain Uppercase, lower case, number, Special Characters** and the password should be atleast 8 characters Long and must not contain dictionary word.



Click the submit button and your new password will be saved and ready for use to login to your email at **email.gov.in**.

Password changed successfully

Your Email Address: [REDACTED]@neigrihms.gov.in

Your Mobile No. : ***8412**
Please login with the new password.

NOTE:

1. Please activate Kavach as per the guide attached before logging in to your government email.
2. Upon logging in to your government email,
 - a. Please type the Kavach code after your password when trying to login.

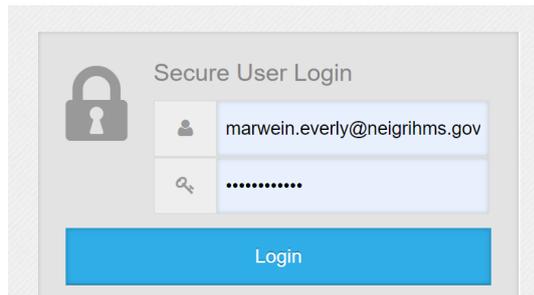
'or'

- b. Please accept the login request notification on your mobile if Kavach is installed in your mobile with the registered number.

How to Install Kavach (Desktop & Mobile Version) & Use of Kavach for Authentication

Desktop Installation:

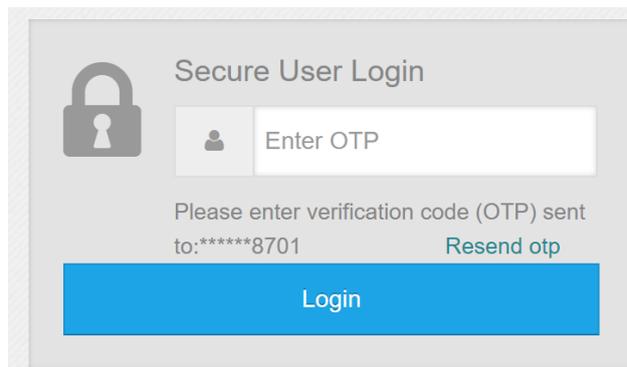
1. Open the link <https://kavach.mail.gov.in> as in the Image below.



Secure User Login

Login

2. Enter your email ID and password in the fields provided and click Login Button. It will take to the next page as in the Image below.

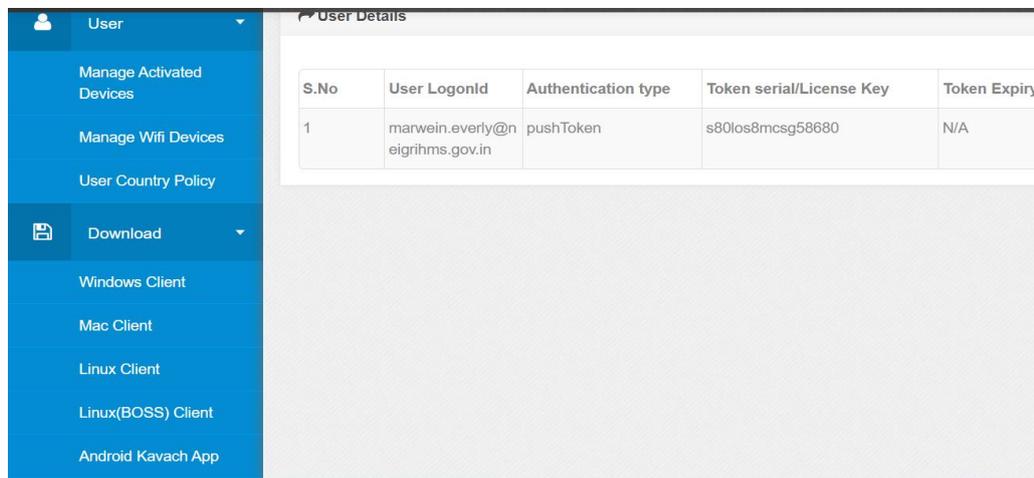


Secure User Login

Please enter verification code (OTP) sent to:*****8701 [Resend otp](#)

Login

3. Enter the OTP received in the registered mobile no. and press the Login button. It will take to the next page as in the Image below.



User

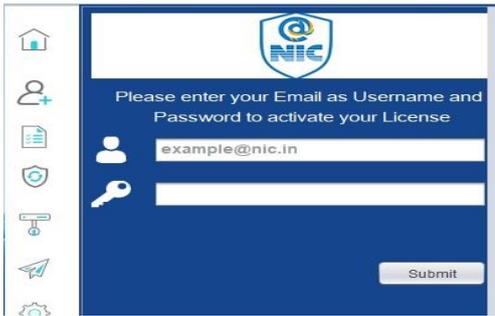
- Manage Activated Devices
- Manage Wifi Devices
- User Country Policy
- Download
 - Windows Client
 - Mac Client
 - Linux Client
 - Linux(BOSS) Client
 - Android Kavach App

User Details

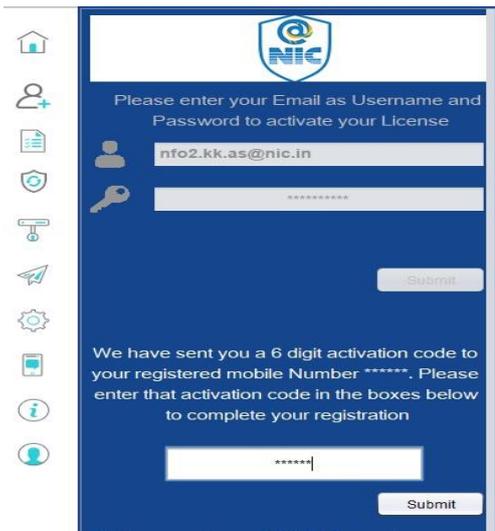
S.No	User LogonId	Authentication type	Token serial/License Key	Token Expiry
1	marwein.everly@neigrihms.gov.in	pushToken	s80los8mcsq58680	N/A

4. Download the kavach app as per the Operating System in the left menu and Install.

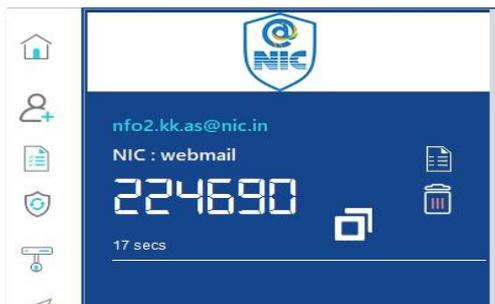
5. For Microsoft Windows OS the steps are as below.
A. Open the Kavach app as shown in the Image below.



- B. Enter your eMail Id and Password and Click Submit Button. It will take you to next page as shown in the Image below.



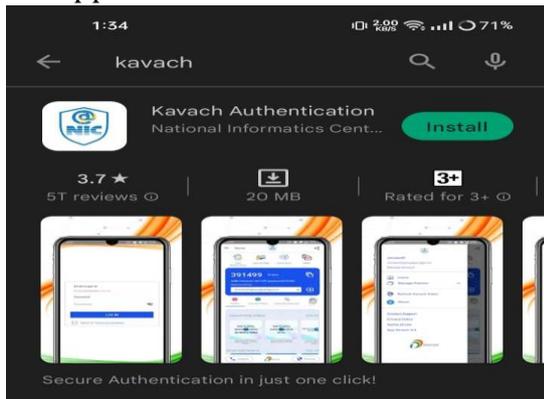
- C. Now enter the 6 digit activation code received in your mobile no. and click Submit Button. It will take you to next page as shown in the Image below.



- D. Now Kavach is ready for authentication.

Mobile(Android) Installation

1. Open Google Play Store in your mobile and search Kavach as shown in Image below. Install the App.



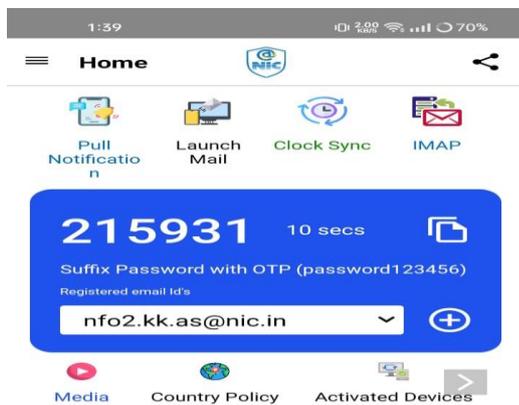
2. Open the Kavach app as shown in the Image below.
 - a. Enter your eMail ID and password.
 - b. Tick the “Agree to Terms & Condition” and then press Log In Button.



3. Enter the 6 digit code sent to your registered mobile no. and press SUBMIT button.



It will take you to next page as shown in the Image below.



4. Now Kavach is ready for authentication through mobile.

How to Use Kavach for email Authentication.

1. Open <https://email.gov.in/> and enter your email and password.
2. Open the installed Kavach app and copy and paste the 6 digit generated code to the end of your password in the web browser to sign in.

NOTE: The code is regenerated after every 30 secs.

