Manual for eOffice Login

Step 1. Open the URL <u>https://saccess.nic.in</u>

Step 2. Enter your complete DVC email (xyz.dvc.gov.in) and give email password. Then click on Signin



Step 3. Then select Token Type as **SMS Token** and click on GET **OTP**. Enter the OTP obtained on mobile and click on **Sign-in**.





Step 4. You will be redirected to a new screen. Click on the logo **eOffice_DVC** then you will be redirected to **PARICHAY authentication services**.



Step 5. Again enter your complete official DVC email(xyz.dvc.gov.in) and email password in PARICHAY and click on **NEXT**.

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Step 6. Click on **OTP on mobile** and click on **NEXT.** Enter OTP obtained through SMS and click **NEXT**.

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Step 7. You will be redirected to eOffice page. Please check you profile by clicking on the face icon beside the Logout button.

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In case of any issue while logging into eOffice, please give a mail to support-eoffice@dvc.gov.in with the screenshot of the error message.