

HOW TO RESET THE PASSWORD

1. PASSWORD ENFORCEMENT POLICY – Already supplied. Also available in the Departmental Website.
2. Resetting Password :

Scenario 1 : Where the Password has expired as new password has not been set in 30 days.

5) User can change the SSOID Password by following these steps:


- a. Open the link <http://apps.cbec.gov.in>
- b. Click on the “Change Password” link.
- c. User has to answer 3 challenge questions to reset the password.
- d. To change answers for challenge questions, user has to click on “Challenge Q&A” link.

Screen 1

The screenshot shows a Mozilla Firefox browser window displaying the login page of the Central Board of Excise and Customs (CBEC). The browser's address bar shows the URL: http://apps.cbec.gov.in/Citrix/AccessPlatform/auth/login.aspx?NFuse_MessageType=Error&NFuse_MessageKey=InvalidCr. The page features the Government of India logo and the text: "GOVERNMENT OF INDIA, CENTRAL BOARD OF EXCISE AND CUSTOMS, Ministry of Finance - Department of Revenue". On the left, there is a "Log in" form with fields for "User name:" and "Password:", and a "Log In" button. The main content area, titled "Welcome", contains several links: "Change Password", "ICA Client for Windows", "User Manual for Helpdesk Advisory", "User Manual for Clearing the Application Lock", "Advisory for users of ICES 1.5", and "SSOID Template". Below these links, there is a "Helpdesk Toll Free Number: 1 800 266 2232 (1 800 266 CBEC)" and a "Security Tip: Use secured browsers for Business and financial communications." A green message states: "All Users are requested to change their SSO id Password regularly within 30 days as p". A red message states: "Some users might experience issues while connecting on account of password expiry.I". At the bottom, a "Message Center" section displays a red error message: "The supplied credentials were invalid. Please try again or contact your system administrator for help." The footer of the page reads "Central Board of Excise and Customs".

Fig 1

The link will open a page as under, wherein the SSO ID and existing Password can be entered.



GOVERNMENT OF INDIA
CENTRAL BOARD OF EXCISE AND CUSTOMS
Ministry of Finance - Department of Revenue

Welcome to the Oracle Identity Manager Administrative and User Console.

To log in, enter your User ID and password.

*Indicates Required Field

User ID:
*

Password:
*

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Self-Register
Create Request
Track Request

HELP
Registration Help
Login Help
Forgot Password?

Fig 2

After logging in, you will get a screen like this, click on the “Change Password” link.

GOVERNMENT OF INDIA
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Welcome Apama L HOME | LOGOUT | ABOUT

▶ My Account
▶ My Resources
▶ To-Do List
▶ Help

Welcome To The Oracle Identity Manager Administrative And User Console

Quick Status

Pending Approvals	0
Requests raised by you in the last 30 days	0
Requests raised for you in the last 30 days	0

Manage Your Account

- [Account Profile](#)
- [Change Password](#)
- [Challenge Q&A](#)
- [My Proxy](#)

Manage Your Resources

- [My Resources](#)
- [My Requests](#)
- [Request New Resources](#)

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Fig 3

Give the old password, and the new password and confirm the new password again., and click on “Save” button.

The screenshot displays the Government of India portal for the Central Board of Excise and Customs. The header includes the Government of India logo and the text "GOVERNMENT OF INDIA", "CENTRAL BOARD OF EXCISE AND CUSTOMS", and "Ministry of Finance - Department of Revenue". A navigation bar contains "Welcome Aparna L" and links for "HOME | LOGOUT | ABOUT". A left sidebar lists "My Account", "My Resources", "To-Do List", and "Help". The main content area is titled "Change Password" and contains instructions: "To change your password, enter your old password, enter your new password, and the * Indicates Required Field". It features three input fields: "Old Password:", "New Password:", and "Confirm Password:", each with a red asterisk. A "View Password Policy" link is positioned to the right of the "New Password" field. At the bottom of the form are "Save" and "Cancel" buttons. The footer of the page reads "Oracle Identity Manager 9.1.0 Copyright © 2008, Oracle Corporation." A mouse cursor is visible on the right side of the page.

Fig 4

3. If you have forgotten the Existing password, it can be reset by Clicking on the Forgot Password link and answering any three favorite questions correctly, as under.



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Ministry of Finance - Department of Revenue

Self-Register
Create Request
Track Request

HELP
Registration Help
Login Help
Forgot Password?

Verify User ID
Enter your user ID.
* Indicates Required Field

User ID:
*

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Fig 5

Screen 2

HELP
Registration Help
Login Help
Forgot Password?

Change Password

Provide answers to your challenge questions.
You must answer that at least 3 questions correctly.

* Indicates Required Field

What is the city of your birth?

What is the name of your pet?

What is your favorite color?

To change your password, enter your new password, and then enter your ne

New Password:
* [View Password Policy](#)

Confirm Password:
*

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Fig 6

SCENARIO 3 : Where no Favorite questions have been saved previously.

If you have not already saved your Favourite questions, the same can be done as under, using the Create Request option (once you get the password).

Screen 1

User Self-Registration

You can create a request to register as a user from this page.
* Indicates Required Field

User Information

User ID *

First Name *

Middle Name

Last Name *

Email *

Password *

Confirm Password *

[Return to Login Page](#)

Challenge Questions

You must select and answer at least 3 questions.

What is your mother's maiden name?

What is your favorite color?

What is the name of your pet?

What is the city of your birth?

Self-Register
[Create Request](#)
[Track Request](#)

HELP
[Registration Help](#)
[Login Help](#)
[Forgot Password?](#)

Fig 7