REGISTRATION & LOGIN GUIDELINES
FOR NDR DATA PORTAL
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National Data Repository (NDR) is a government-sponsored E&P data bank with state-of-the-art facilities and infrastructure for preservation, upkeep and dissemination of data to enable its systematic use for future exploration and development. It has been operational since 28th July 2017.

1. **REGISTRATION**

- Users are requested to register themselves on NDR portal to gain access to data.
- Please be informed that user registration will only be accepted with their official email id and any other free and personal email from Gmail, Yahoo, Microsoft, etc. will strictly not be entertained.
- To register for NDR portal click on the **Register** button on data tab
(*) indicates mandatory field(s) to complete the registration

After the successful registration on NDR portal, user will receive the system generated email confirming the registration request submission

Provide us with 24 working hours to initiate the registration at our end following by the verification process. User will be provided with login credentials after validation and verification at our end. Our working hours are Monday to Friday – 9:30 AM to 5:30 PM (UTC+5:30) except public holidays.
2. LOGIN

- After getting the login credentials, user will be enabled to login & access the data on NDR portal
- User can login to NDR portal via Login tab

Once logged in, user can follow the help guidelines available within NDR data portal to explore NDR data and get familiar with the portal

3. FORGOT/RESET PASSWORD

- Please click on “Forgot/Reset password” link on Login tab dropdown to send the request for resetting the forgotten password
4. GUIDELINES FOR ACADEMIC INSTITUTE

For prompt processing of the academic registration request, it’s important to submit all required documents properly.

In order to complete the registration, it is required to send the following documents after submitting online registration request.

- Scanned copy of the student ID card.
- Authority letter from competent authority like- HOD, VC etc. on their official letterhead with seal/stamp ensuring legitimate use of same.

Please send the documents to email address indr[at]dghindia[dot]gov[dot]in

Registration process will be initiated only after receiving above mentioned documents.

Please feel free to contact us at indr[at]dghindia[dot]gov[dot]in for any query.

**Important Instructions regarding documents:**

1) Only color scanned copies of original document are accepted.
2) Student ID card file size should be less than 100KB.
3) Authority letter file size should be less than 500KB.
5. CONTACT US

Address: National Data Repository, Directorate General of Hydrocarbons (DGH), Ministry of Petroleum and Natural Gas, Government of India
OIDB Bhawan, Plot No 2, Sector-73, Noida (UP), India-201301

Email us at: indr[at]dghindia[dot]gov[dot]in

Contact Number: +91-120-2472578 (HoD-NDR/Chief NDR)
+91-120-2472551 (NDR Technical Support)
+91-120-2472000 (DGH Reception)

Contact Hours: Monday to Friday –9:30 AM to 5:30 PM (UTC+05:30) except public holidays.

To view the list of holidays click here https://ndrdgh.gov.in/NDR/pdf/yearly_calendar.pdf