

Government of India
Ministry of Defence
Office of the Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt
Circular

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File :-AN-I/1320/1/XXIII

Dated 18.11.2013

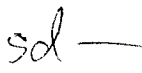
To

SAG level IDAS officers.
(Through CGDA website)

Subject:- Appointment on deputation to the posts of Chief Vigilance Officer in Central Public Sector Enterprises – CPSE.


The undersigned is directed to circulate the following circular among all SAG level officers who have been empanelled to hold Joint Secretary & equivalent level post at Centre. These officers, fulfilling the eligibility criteria as brought out in the circular and if willing to apply for the subject post, may kindly forward their applications along with their bio-data in the prescribed proforma Annexure I-III), so as to reach the HQrs Office latest by **01.12.2013**

Sl No.	Name of Deptt & Advt. Ref.	Post & Scale of Pay
1	DOP&T, D.O.No.372/42/2013-A VD-III,dated 18.10.2013	Chief Vigilance Officer (CVOs) in Central Public Sector Enterprises – CPSE.


(J.K.Tharmatt)
Asst. CGDA(Admin.)

Copy to:

EDP Cell (Local) - For placing the above circular on the HQrs website.


(J.K.Tharmatt)
Asst. CGDA(Admin.)

जय प्रिय प्रकाश

Jai P. Prakash

अपर सचिव

Additional Secretary

Tel. No. : 23094010

Fax No. : 23092580



भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
नोर्थ ब्लॉक, नई दिल्ली-110001

GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL
PUBLIC GRIEVANCES AND PENSIONS
NORTH BLOCK, NEW DELHI-110001
<http://www.persmin.nic.in>
email : assv@nic.in

D.O. No. 372/42/2013-A VD-III

Dated the 18th October, 2013

Dear Madam,

Nominations of officers are invited for appointment on deputation to the posts of Chief Vigilance Officers in Central Public Sector Enterprises etc. It may be noted that these posts are Non-Central Staffing Scheme posts.

2. The duties and responsibilities of Chief Vigilance Officers are briefly enumerated below:-

- i. The Chief Vigilance Officer has been authorized to decide upon the existence of vigilance angle in a particular case at the time of registration of complaint.
- ii. The Chief Vigilance Officer should screen all the complaints before referring them to CBI.
- iii. Attending the quarterly meeting with Zonal Joint Director of CBI for preparation of "Agreed List".
- iv. Monitoring on corruption, malpractices and misconduct on the part of employees and to take remedial action.
- v. Closely monitoring the case related to criminal misconduct of employees and coordinating with the CBI for expeditious disposal of such cases.

3. The posts for Chief Vigilance Officers' (CVOs) in the Central Public Sector Enterprises (CPSE) etc. are filled up as per the procedure laid down in the comprehensive guidelines issued vide this Department's OM No. 372/8/99-AVD.III, dated 18th January 2001 which is also available on this Department's web-site. The guidelines are, however, under revision.

4. Details of vacancies of Chief Vigilance Officers in Central Public Sector Enterprises etc. that are presently available and likely to arise during the financial year 2014-15 are available on this Department's web-site. However, a tentative list of vacancies is enclosed.

28/10/2013
Addl. Secy (VP)
29/10

28/11/2013
31/10

AD
29 OCT 13
Addl. Secy (VP)

29/10

[Handwritten signature]
29/10

10. The details of this circular are also available on our Department's website at URL <http://persmin.nic.in> and we shall appreciate, if the contents of this circular could also be posted on your Department's website for wide publicity.

11. I shall be grateful if you could arrange to forward names of suitable and willing officers for consideration for the posts of CVO in CPSEs etc. for the financial year 2014-15, (drawn up in the prescribed proforma I-III), keeping in view the above mentioned requirements and suitability criteria, along with updated CR dossiers and vigilance clearance of the sponsored officers, preferably by 31st January, 2013.

J. P. Prakash
(J. P. Prakash)

To

Smt. ~~Vijaya Lakshmi K. Gupta~~, Secretary
D/o Defence Finance
South Block
New Delhi

<u>PERSONAL DATA</u>		
<u>Applying for Level: Deputy Secretary/Director/Joint Secretary (Please tick)</u>		
1.	Service	
2.	Cadre	
3.	First Name	
4.	Middle Name	
5.	Surname	
6.	Exam Year	
7.	Allotment Year	
8.	Date of Joining	
9.	Date of Superannuation	
10.	Gender	
11.	Date of Birth	
12.	Category	
13.	Present Posting	
14.	Address for Correspondence	
15.	Pay Scale	
16.	Grade Pay	
17.	Basic Pay	
18.	Date of NFSG Grant	
19.	Whether he/she or his/her batch have been empanelled to hold the post of JS to the Government of India	YES/NO
20.	Whether working in the cadre or is on the Central Deputation	
21.	Date from which the officer is on Central Deputation	
22.	Date of expiry of Central Deputation tenure	
23.	Details of Central Deputation/other deputation outside the cadre	
24.	Total period spent outside the cadre alongwith details thereof	
25.	Whether Spouse is working	YES/NO
26.	Service of the Spouse	

38. TRAINING DETAILS

(Please mentioned training of duration of only more than 1 month)

Sl. No.	(i) Training Name (ii) Institute (iii) Country	Training related to Specialization in Subject	From date & To date
1.			
2.			
3.			
4.			

39. EXPERIENCE DETAILS

(Complete Service Profile)

Sl. No.	Type of Posting (Cadre/ Centre/ Others)	(i) Level/Pay scale (ii) Designation	Ministry/ Department/ Office Place	Field of experience acquired during the posting (Major & Minor)	Tenure from & Tenure to
1.					
2.					
3.					
4.					

To be filled by the Cadre Controlling Authority

NAME OF THE OFFICER

SERVICECADREBATCHDATE OF BIRTH

1.	Whether any disciplinary proceedings have been initiated against the officer during his career, so far. If yes, details thereof.	
2.	Whether any complaint including that of corruption, against the officer, which in the view of the State Government/Cadre Controlling Authority may have a direct bearing/relevance on the vigilance status/ Integrity of the officer as on date, is pending against the officer. If so, details thereof.	
3.	Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter.	
4.	Whether any criminal proceedings were registered against the officer during his career so far. If so, the details/present status and the final outcome thereof.	
5.	Whether the name of the officer appears in the Agreed List OR List of Officers of doubtful Integrity. If yes, full details may be given.	
6.	(a) Whether the officer is clear from vigilance angle? (b) Whether integrity is certified or not.	
7.	(a) Whether the Officer has ever been debarred from Central Deputation? (b) If Yes, period of debarment.	
8.	Has the officer been on Central Deputation before? If Yes, date of completion of "Cooling Off".	

(TO BE FILLED BY THE APPLICANT FOR USE OF CVC)

PARTICULARS OF THE OFFICERS PROPOSED TO BE EMPANELLED FOR APPOINTMENT AS CHIEF VIGILANCE OFFICER (CVO)

- 1. Name of the Officer (in full) :
- 2. Service, Batch & Cadre :
- 3. Father's Name :
- 4. Date of Birth :
- 5. Date of Retirement :
- 6. Date of Entry into Service :
- 7. Positions held (during the last ten years):

Sl. No.	Organization	Designation & Place of posting	From	To	Jobs handled

- 8. Experience, if any, in handling vigilance/disciplinary matters:

(Name & Signature of the applicant)