

No. 14/2/2007-EC.I  
Government of India  
Directorate General of Works  
Central Public Works Department

Nirman Bhavan, New Delhi

Dated the 21 February, 2007

OFFICE MEMORANDUM

Subject: Nomination of officers for appointment on deputation as Chief Vigilance Officer in Central Public Sector Undertakings during the year 2007.

The undersigned is directed to say that the Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, New Delhi, have invited nominations for appointment on deputation basis to the posts at the level of Joint Secretary, Director and Deputy Secretary in the Central Public Sector Undertakings during the year 2007. A copy of D.O. letter No. 372/7/2006-AVD.III dated 14/20.12.2006 from the Additional Secretary, DOPT, Min. of Personnel, Public Grievances and Pensions, duly indicating the eligibility conditions etc., in this regard is sent herewith.

Willing and eligible officers may apply for the above post on the prescribed proforma ( enclosed), through proper channel, so as to reach this Directorate on or before 28.2.2007. The controlling authorities are requested to verify the service particulars furnished by the applicants while forwarding their applications to this Directorate. Options once exercised shall not be allowed to be withdrawn at a later stage.

Encls: As above.

( T.R. Prasad )

Dy. Director (Admn.)

To,

1. All Additional Director Generals ( Works) in the C.P.W.D.
2. The Engineer-in-Chief, P.W.D., Govt. of NCT of Delhi.
3. All Chief Engineers (Civil & Electrical) in the C.P.W.D., PWD ( Govt. of NCT of Delhi), including Valuation, Appropriate Authority, I.T. Department, Ministry of E & F etc. It is requested that the above posts may also be circulated for options amongst all S.E.s (Civil & Elect.) and E.E.s ( Elect.), working under them.
4. Shri Brahm Dutt, Additional Secretary, Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, North Block, New Delhi with reference to his D.O. letter No. 372/7/2006-AVD.III dated 14/20.12.2006, for information.
5. The Director ( S&D), O/O D.G.(W), C.P.W.D., Nirman Bhavan, New Delhi. It is requested that the above O.M. may please be put in the website for inviting options from the category of officers mentioned above.



सत्यमेव जयते

**Brahm Dutt**

अपर सचिव

Additional Secretary

Tele : 23093668

Fax : 23094001

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

GOVERNMENT OF INDIA  
DEPARTMENT OF PERSONNEL & TRAINING  
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES  
AND PENSIONS  
NORTH BLOCK, NEW DELHI-110001

**D.O. No. 372/7/2006 - AVD-III**

Dated: December 14, 2006  
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Dear Secretary,

As in earlier years, this is to request nominations of officers for appointment on deputation to posts for Chief Vigilance Officers in Central Public Sector Undertakings during the year 2007.

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

- The Chief Vigilance Officer is authorized to decide upon the existence of vigilance angle in a particular case at the time of registration of complaint.
- The Chief Vigilance Officer is required to screen all the complaints before referring them to CBI.
- Attend quarterly meeting with Zonal Joint Director of CBI for preparation of 'Agreed List'.
- Monitoring on corruption, malpractices and misconduct on the part of employees and take remedial action.
- Closely monitor the cases 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 Undertakings (PSUs) are filled as per the procedure laid down in the Central Staffing Scheme for posts in the Central Government and CVO guidelines.

4. In the enclosed statement at Annexure I, the existing and anticipated vacancies of Chief Vigilance Officers in Central Public Sector Undertakings, that are likely to arise during the year 2007, have been indicated. (The vacancies, which are currently being intimated, might change during the calendar year.)

5. The officers sponsored for Joint Secretary level posts should be at least in the pay scale of Rs. 18,400 - 22,400 whereas officers to be sponsored for the posts at Director level should be such who have completed 14 years of service and have been granted the Non Functional Selection Grade in the cadre. In case of Deputy Secretary level officers, they should have completed 9 years of service.

6. The posts of Chief Vigilance Officers (CVOs) in the Central Public Sector Undertakings are filled as per the procedure followed under the Central Staffing Scheme for posts in the Central Government. However, in order to attract officers for manning the posts of CVOs in various Public Sector Undertakings certain special dispensations, which are applicable to non-Central Staffing Scheme posts, have been made. For instance, if a request is received from an officer occupying a post under the Central Staffing Scheme on deputation basis duly recommended by the Ministry/Department, with the approval of the Minister-in-charge for being considered for appointment as Chief Vigilance Officer, at least one year before the expiry of his tenure on the Central Staffing Scheme post, such an officer if selected for appointment as Chief Vigilance Officer may be allowed a tenure of 3 years as Chief Vigilance Officer subject to a maximum of 7 years' combined tenure of the Central Staffing Scheme post and the post of CVO. This may be brought to the notice

of the All India Service Officers and the Officers of Central Services working on posts under the Central Staffing Scheme in your Ministry/Department.

7. However, we request you to kindly ensure that application of such an officer is forwarded to our Department along with cadre clearance from the concerned Cadre Controlling Authorities/State Government well in time, i.e., at least 1 year before the expiry of his tenure under the Central Staffing Scheme post. The applications not accompanied by cadre clearance from the concerned Cadre Controlling Authority/ State Government and not received one year before the expiry of tenure of the officer will not be entertained.

8. On appointment to the post of Chief Vigilance Officer in Central Public Sector Undertaking an officer would not be entitled to general pool accommodation but would be eligible for accommodation provided by the concerned Public Sector Undertaking, as per guidelines issued by the Department of Public Enterprises, from time to time.

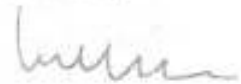
9. There are special incentives available to CVOs in PSUs located in cities other than Metropolitan Cities. For this purpose, attention is invited to Para 9 of this Department's OM No. 372/8/99-AVD.III dated 18<sup>th</sup> January 2001. In this context, it is stated that the cities having population of more than one million only are treated as Metropolitan Cities.

10. Terms and conditions of the All India Service Officers appointed as Chief Vigilance Officers in Public Sector Undertakings will be covered by the provisions laid down in our Department's circular No. 29018/5/2001-AIS.II dated 21<sup>st</sup> August, 2002 and for the Officers belonging to Group A Services by the provisions laid down in our Department's circular No. 2/29/91-Estt.(Pay.II) dated 5.1.94 read with 2/3/97-Estt.(Pay.II) dated 11.3.1996 read with 2/8/97-Estt. (Pay.II) dated 9<sup>th</sup> April, 2001.

11. The details of this circular are also available on our Department's website at URL <http://permin.nic.in>. We shall appreciate if the contents of this circular could also be posted on your Department's web site for wide publication.

With kind regards,

Yours sincerely,



(Brahm Dutt)

To

Secretaries of all Ministries/Departments of the Government of India (By name)

Copy to:

Shri Pratyush Sinha, Central Vigilance Commissioner, New Delhi.

## ANNEXURE-I

S. No.	Name	Name of Ministry/ Department	Level of officer	Station	Date of Vacancy
1.	Andrew Yule & Company Ltd.	D/o Heavy Industry	DIR	Kolkata	Available
2.	Alliance Air	M/o Civil Aviation	DIR	Delhi	9.4.2007
3.	Bongaigaon Refineries Ltd.	M/o Petroleum & NG	DS/DIR	Bongaigaon	Available
4.	Bharat Refractories Ltd.	M/o Steel	DS/DIR	Bokaro	Available
5.	Bharat Immuno Biological Cooperation Ltd.	M/o Bio-Technology	DS/DIR	Bulandshahr	Available
6.	Bharat Bhari Udyog Nigam Limited (BBUNL)	D/o Heavy Industry	DIR	Kolkata	Available
7.	Bharat Pumps & Compressors Limited	D/o Heavy Industry	DS/DIR	Naini, Allahabad	Available
8.	Bharatiya Nabhikiya Vidyut Nigam Limited (BHAVINI)	D/o Atomic Energy	DIR	Kalpakkam (TN)	Available
9.	Balmer Lawrie Corporation	M/o Petroleum & NG	DS/DIR	Kolkata	Newly Created
10.	Bureau of Indian Standard	D/o Civil Supplies	DIR	Delhi	10.10.2007
11.	Brahmaputra Valley Fertilizer Corporation Limited (BVFCL)	D/o Fertilizers	DIR	Dibrugarh, Assam	Available
12.	BCPL/BIL/SSPL	D/o Chemicals & Petrochemicals	DS/DIR	Kolkata	Available
13.	Central Warehousing Corporation	D/o Food & PD	DIR	Delhi	12.1.2007
14.	Cochin Shipyard Ltd.	M/o Defence	DS/DIR	Kochi	Available
15.	Cement Corporation of India	D/o Heavy Industry	DIR	Delhi	Available
16.	Central Mine Planning & Design Institute Limited (CMPDIL)	M/o Coal	DS/DIR	Ranchi	Available
17.	Fertilizers And Chemicals Travancore (FACT)	D/o Fertilizers	DIR	Kochi	Available
18.	Indian Bureau of Mines	M/o Mines	DIR	Nagpur	Available
19.	Hindustan Machine Tools	D/o Heavy Industry	JS	Bangalore	Available
20.	Hindustan Insecticides Ltd.	D/o Chemicals & Petrochemicals	DIR	Delhi	15.2.2007
21.	Hindustan Copper Ltd.	M/o Mines	JS	Kolkata	Available
22.	Hindustan Photo Films Mfg (HPF) Company	D/o Heavy Industry		Ootacamund	Available
23.	Hindustan Anti-biotic Limited	D/o Chemicals & Petrochemicals	DIR	Pimpri, Pune	Available
24.	Indian Tourism Development Corporation Ltd.	M/o Tourism	JS/DIR	Delhi	Available
25.	Indian Telephone Industries	D/o Telecommunication	JS	Bangalore	7.3.2007
26.	Indian Drugs & Pharmaceuticals Ltd.	D/o Chemicals & Petrochemicals	DIR	Gurgaon	Available
27.	Jute Corp. of India Limited	M/o Textiles	DIR	Kolkata	Available
28.	Jawaharlal Nehru Port Trust	D/o Shipping	JS	Mumbai	Available
29.	Kolkata Port Trust	D/o Shipping	DIR	Kolkata	Available
30.	Kandla Port Trust	D/o Shipping	DIR	Kandla	Available
31.	Manganese Ore Ltd.	M/o Steel	DS/DIR	Nagpur	Available
32.	Metal Scrap Trading	M/o Steel	DS/DIR	Kolkata	Available
33.	Mangalore Refineries & Petrochemicals Ltd.	M/o Petroleum & NG	DIR	Mangalore	Available

34.	Mineral Exploration corporation limited (MECL)	M/o Mines	DIR	Nagpur	Available
35.	National Projects Construction Corporation Limited (NPCC)	M/o Water Resources	JS	Delhi	Available
36.	North Eastern Electric Power Corporation Ltd (NEEPCO)	M/o Power	DIR	Shillong	Available
37.	National Fertilizer Limited (NFL)	D/o Fertilizers	JS	Noida	3.9.2007
38.	National Buildings Construction Corporation Ltd. (NBCC)	M/o Urban Development	DIR	Delhi	Available
39.	Paradip Port Trust	D/o Shipping	DIR	Paradip	Available
40.	Project Development of India Limited (PDIL)	D/o Fertilizers	DIR	NOIDA	Available
41.	Project & Equipment Corporation (PEC)	D/o Commerce	DIR	Delhi	1.2.2007
42.	Power Finance Corporation	M/o Power	JS	Delhi	21.3.2007
43.	Rail India Technical Economics Services (RTES)	M/o Railway	JS	Gurgaon	1.3.2007
44.	Rastriya Ispat Nigam Limited (RINL)	M/o Steel	DIR	Visakhapatnam	30.12.2006
45.	Shipping Corporation of India (SCI)	D/o Shipping	DIR	Mumbai	1.1.2007
46.	South Eastern Coalfield Ltd.	M/o Coal	DIR	Bilaspur	Available
47.	Uranium Corporation of India Ltd.	D/o Atomic Energy	DS/DIR	Jadugoda	Available
48.	Visakhapatnam Port Trust	D/ Shipping	DIR	Visakhapatnam	Available
49.	Western Coalfields Limited	M/o Coal	DIR/DS	Nagpur	20.3.2007

PROFORMA-I

**PARTICULARS OF OFFICERS RECOMMENDED FOR APPOINTMENT AS  
CHIEF VIGILANCE OFFICER DURING THE YEAR 2007: -**

1. Name:  
Date of birth:  
Cadre:  
Year of civil service Examination:  
Date of Joining Service:  
Year of allotment:  
Category (Whether SC/ST):
2. (i) Educational Qualification:  
(ii) Scale of pay and Basic Pay:  
(iii) Date of grant of NFSG/STC/SAG:
3. Preference of location if any, for posting  
on account of personal reasons at a Station/  
Stations
  - (a) Only Delhi:
  - (b) Only outside Delhi:  
(indicate preference of Station/ Stations)
  - (c) Delhi as well as other stations:  
(indicate preference of Station/ Stations)
4. Whether ACR Dossier is complete upto 31.3.2006  
or ACR for any year is not available in the dossier?
5. Adverse, if any:  
  
(Expunged of unexpunged) in any ACR.  
if so, year-wise details thereof.
6. Whether proceedings were initiated  
against the officer by Disciplinary Authority  
at any time during his career and if so,  
the details thereof.
7. Last post held on tenure deputation  
basis with the Central Government, its

PROFORMA-II

ANNEXURE-III

**PARTICULARS OF THE OFFICERS, WHO ARE WILLING/APPLYING FOR  
THE POST OF CHIEF VIGILANCE OFFICER**

1. Name of the Officer (in full) :
2. Fathers' Name :
3. Date of Birth :
4. Date of superannuation :
5. Date of Entry into Service :
6. Posting held :  
(during ten preceding years)

S. No.	Organization	Designation & place of posting	From	To

7. Whether the officer was at any stage of his official career placed on the "Agreed List" or "List of Officers of Doubtful Integrity". If yes, full details may be given.

DATE:

(NAME, DESIGNATION & SIGNATURE)

(This should be filled by the competent authority of State Government/cadre controlling authority.)

Subordinate, Attached and Affiliated Bodies, Central Public Sector Undertakings/ National or Multi State Coop. Societies controlled by Central Government with periods and date of reporting to the Cadre after deputation/leave at the Centre on any other deputation with periods.

8. Whether the officer proceeded on deputation(s) as mentioned in Col. 7 above from the cadre or in continuation or Central deputation.
9. (a) Whether clear from vigilance angle.  
(b) Whether integrity is certified or not.
10. Complete service profile (deputation of posts held and duration) of the officer duly signed by him must be attached with this proforma.

(The information furnished above is correct as per record.)

NAME:

DESIGNATION:

(This should be filled by the competent authority of State Government/ Cadre authority as prescribed in the letter.)