

No. 391-19/2010-STG-III
Government of India
Ministry of Communications & IT
Department of Telecommunications
Sanchar Bhawan, 20, Ashoka Road, New Delhi-1
(STG-III Section)

Dated 23rd February, 2010

To

- (i) The Chairman & Managing Director
Bharat Sanchar Nigam Ltd./
Mahanagar Telephones Nigam Ltd.
- (ii) Sr. DDG (TEC)/DDG (Security) (In respect of TERM Cells).

Subject: Nomination of officers for appointment on deputation to posts of Chief Vigilance Officers (CVOs) in Central Public Sector Undertaking during the year 2010.

I am to enclose a copy of Department of Personnel and Training D.O No - 372/33/2009-AVD.III, dated February 19, 2010 along-with enclosures on the subject mentioned above and to say that Bio-data of willing and suitable officers (in duplicate), complete in all respects as mentioned below, may be forwarded to the undersigned positively by 10th March, 2010.

- (i) Bio-data of officers duly certified by the administrative authority, maintaining the service book.
- (ii) Annexure II-III duly signed by the above mentioned authority.
- (iii) While forwarding the application, circle office may intimate whether any penalty (Major/Minor) has been imposed on the officer during the last five years as per service book record of the office.
- (iv) Duly certified photocopies of the ACRs for the last five years by an officer of equivalent rank not below the rank of SDE/DET.
- (v) BSNL/MTNL need not send or ask for vigilance clearance, separately, as the same would be obtained from vigilance branch, DoT.

2. Applications not fulfilling the above points will not be entertained. It may be ensured that the up-to-date ACR dossiers of the officer are made available to CA to Advisor (HRD), Dept. of Telecom., Sanchar Bhawan, 20 Ashoka Road, New Delhi-110001.

Encl: a/a

R R Tiwari

(R R Tiwari)

Director (Staff)

Tele No. 23036645

Copy to

- ✓ (i) Dir (IT), alongwith enclosures, with a request to place the circular on the website of DoT. Hindi version will follow.
- (ii) AD (OL) with a request to provide Hindi version of the letter

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डॉ. एस. के. सरकार
Dr. S.K. Sarkar

अपर सचिव

Additional Secretary

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भारत सरकार

कार्मिक और प्रशिक्षण विभाग

कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय

मोर्ध ब्लॉक, नई दिल्ली-110001

GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL
PUBLIC GRIEVANCES AND PENSIONS
NORTH BLOCK, NEW DELHI-11001
<http://www.persmin.nic.in>

D.O. No.372/33/2009-AVD-III

19th February, 2010.

Dear Secretary,

Nominations of officers are invited for appointments on deputation to the posts of Chief Vigilance Officers in Central Public Sector Undertakings 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 Undertakings (PSUs) 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. A tentative list of vacancies of Chief Vigilance Officers in Central Public Sector Undertakings etc. that are presently available and likely to arise during the financial year 2010-11 is available on this Department's web-site. A copy of the same is also enclosed.

5. The batches of officers sponsored for Joint Secretary level posts should be empanelled to hold Joint Secretary level post at the centre. The officers sponsored for the post of Director should have completed 14 years of service and should have been granted the Non-Functional Selection Grade in the cadre.

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6. In order to attract officers for manning the posts of CVOs in various Public Sector Undertakings, certain special dispensations have been made. For instance, if a request is received from an officer occupying a post under the Central Staffing Scheme on deputation, 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 under 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. On appointment to the post of Chief Vigilance Officer in Central Public Sector Undertaking, an officer is not 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.


8. While sponsoring the names of willing officers, it may also be indicated alongside each name, a maximum of three location(s)/station(s) in which the officer may like to be considered for placement. The current pay scale of the officers and the actual pay being drawn at the time of sending the name should also be indicated. Once an officer gives the choice of location/station, then as far as possible that officer would be considered for posting in any Public Sector Undertaking in that particular location/station. However, the officer may be posted at any place in India. It has been noticed in the past that while sponsoring names, preference has been shown for a particular PSU in a particular region. It is clarified that such requests cannot be entertained and officers are required to indicate only their options for place of postings. Officers sponsored will remain under consideration for posting for the period of one year only.

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

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 PSUs etc. for the financial year 2010-11, (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, latest by 31st March, 2010.

With regards,

Yours sincerely,


(S.K. Sarkar)

To

All Secretaries of the Government of India.

ANNEXURE-I

PERSONAL DATAApplying for Level: Deputy Secretary/Director/Joint Secretary *(please tick)*

1.	Service	
2.	Cadre	
3.	First Name	
4.	Middle Name	
5.	Surname	
6.	Exam Year	
7.	Allotment Year	
8.	Date of Joining	
9.	Gender	
10.	Date of Birth	
11.	Category	
12.	Present posting	
13.	Pay Scale	
14.	Basic Pay	
15.	Date of NFSG Grant	
16.	Whether working in the cadre or is on Central deputation.	
17.	Date from which the officer is on Central Deputation.	
18.	Date of expiry of Central Deputation tenure.	
18A	Total period spent outside the cadre alongwith details thereof	
19.	Whether Spouse is working Service of Spouse (if working and participating under Central	YES/NO

	Staffing Scheme)	
20.	Cadre of Spouse (if AIS)	
21.	Whether Spouse working Under Central Deputation	YES/NO
22.	Whether slotted for Foreign Training/Assignment	YES/NO
23.	Whether Debarred from Central Staffing Scheme Previously If Yes, Date from Date to	YES/NO
24.	Whether worked on central deputation before:	Yes/No
(i)	If Yes, Date of Reporting to Cadre	
(ii)	Whether Cooling-Off Period Completed	YES/NO
(iii)	Cooling-Off Period Completion Date	
24A	Preference of location if any, for posting on account of personal reasons at a Station/Stations: Please indicate 3 preferences only. As far as possible, the officer will be considered for posting in any PSU in the preferred station. However, the officer may be posted at any place in India.	

25.

EDUCATIONAL QUALIFICATIONS

(Please only mention Graduation and above).

S.No.	Qualification	Subject (1) Subject (2)	Year/ Division	Institution University Place Country
1.				
2.				
3.				
4.				

26. **TRAINING DETAILS**

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

S.No.	(i) (ii) (iii)	Training Name Institute Country	Training related to Specialization in Subjects	From Date To Date
1.				
2.				
3.				

27. EXPERIENCE DETAILS (Complete Service Profile)

S. No.	Type of Posting (Cadre/ Centre/ Others)	(i) Level/Pay Scale (ii) Designation	Ministry Department Office Place	Field experience acquired during the posting (Major & Minor)	Tenure From & To
1.					
2.					
3.					

28. EXPERIENCE DETAILS IN VIGILANCE AND ADMINISTRATIVE MATTERS.

S. No.	Type of Posting (Cadre/ Centre)	(i) Level/Pay Scale (ii) Designation	Ministry Department Office Place	Field experience acquired during the posting (Major & Minor)	Tenure From & To
1.					
2.					
3.					

The information furnished above by me is correct.

(Signature)

Tel No. (O):

(R):

(Mob):

To be filled by the Cadre Controlling Authority

It is certified that the above information given is correct as per record.

Signature

Name:

Designation:

(This should be filled by the competent authority of State Govt./Cadre Authority)

TO BE FILLED BY THE CADRE CONTROLLING AUTHORITY

NAME OF THE OFFICER

SERVICE

CADRE

BATCH

Date 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

9. If Yes, date of completion of Cooling Off

10. ACR details:

a)	Whether ACR Dossier is Complete upto 31.3.2009	YES/NO
b)	ACR for any Year (in the last 5 years) Not available in the Dossier	
c)	Adverse entries if any (Expunged or un-expunged) in Any ACR(s) If Yes, Year-wise details Thereof.	YES/NO
d)	ACR grading of the last 05 years.	

Year/Period	Grading

Signature of the officer certifying the proforma.
Name

Designation

(FOR CENTRAL VIGILANCE COMMISSION)

PARTICULARS OF THE OFFICERS PROPOSED TO BE EMPANELLED FOR APPOINTMENT AS CVOS

1. Name of the Officer (in full) :
!A Service Batch Cadre
2. Fathers' Name :
3. Date of Birth :
4. Date of Retirement :
5. Date of Entry into Service :
6. Service to which the officer belongs, including batch/year, Cadre etc. wherever applicable
7. Positions held (during the last ten years) :

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

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

(Name & Signature of the applicant)

Year/Period	Grading	Remarks, if any

[Name & Signature of Dir/JS(Vig.).DoPT]

Vacancy List for the post of CVO in PSUs etc. during 2010-11.

No.	Ministry/Department	Organization	Location	Level	Vacancy From
1.	Ministry of Steel	Kudremukh Iron Ores Company Limited (KIOCL)	Bangalore	Joint Secretary	19/3/2009
2.	Ministry of Defence (Department of Defence Production).	Bharat Earth Movers Limited	Bangalore	Joint Secretary	Likely to arise soon.
3.	Ministry of Shipping	Chennai Port Trust	Chennai	Director	1/2/2010
4.	Ministry of Chemicals and Fertilizers (Department of Fertilizers)	Madras Fertilizers Limited(MFL)	Chennai	Director	Available
5.	Ministry of Chemicals and Fertilizers (Department of Fertilizers)	Fertilizers and Chemicals Travancore (FACT)	Cochin	Director	Available
6.	Ministry of Shipping, Road Transport & Highways (Department of Shipping)	Cochin Shipyard Limited (CSL)	Cochin	Director	Available
7.	Ministry of Power	Tehri Hydro Electric Power Corporation	Dehradun (UP)	Director	29/04/2010
8.	Department of Heavy Industry	Bharat Heavy Electricals Limited (BHEL)	Delhi	Joint Secretary	06/10/2010
9.	Ministry of Petroleum & Natural Gas	Oil & Natural Gas Corporation (ONGC)	Delhi	Joint Secretary	25/12/2010
10.	Ministry of Railways	Rail India Technical And Economic Services (Rites)	Delhi	Joint Secretary	18/11/2010
11.	Ministry of Urban Development	HUDCO	Delhi	Joint Secretary	04/10/2010
12.	Department of Civil Aviation	Pawan Hans Helicopters Ltd	Delhi	Director	03/10/2010
13.	Department of Heavy Industry	Engineers Projects India Limited	Delhi	Director	02/02/2011
14.	GNCTD	Municipal Corporation of Delhi (MCD)	Delhi	Director	6/10/2010
15.	Ministry of Chemicals and Fertilizers	Brahmaputra Valley Fertilizers Corporation	Dibrugarh/ Assam	Director	Available

No.	Ministry/Department	Organization	Location	Level	Vacancy From
	(Department of Fertilizers)	Limited (BVFCL)			
16.	Ministry of Defence (Department of Defence Production).	Goa Shipyard Limited. (GSL)	Goa	Director	Available
17.	Ministry of Petroleum & Natural Gas	Numaligarh Refinery Limited (NRL)	Guwahati	Joint Secretary	Available
18.	Ministry of Steel	National Minerals Development Corporation	Hyderabad	Director	30/01/2011
19.	Ministry of Shipping, Road Transport & Highways (Department of Shipping)	Kandla Port Trust (KPT)	Kandla	Director	Available
20.	Ministry of Petroleum & Natural Gas	Balmer & Lawrie Corporation	Kolkata	Director	Available
21.	Ministry of Steel	Bird Group of Companies	Kolkata	Director	Available
22.	Ministry of Defence (Department of Defence Production)	Garden Reach Shipbuilders & Engineers Limited.	Kolkata	Director	30/03/2010
23.	Ministry of Petroleum & Natural Gas	Mangalore Refineries & Petro-chemicals Limited	Mangalore	Director	Available
24.	Department of Shipping	New Mangalore Port Trust	Mangalore	Director	13/01/2010
25.	Department of Shipping	Marmugao Port Trust	Marmugao	Director	Available
26.	Ministry of Coal	Western Coalfields Limited	Nagpur	Director	
27.	Ministry of Heavy Industries & Public Enterprises (Department of Heavy Industry)	Bharat Pumps & Compressors Limited (BPCL)	Naini/ Allahabad	Director	Available
28.	Ministry of Heavy Industries & Public Enterprises (Department of Heavy Industry)	Hindustan Photo Films Manufacturing Company Limited (HPF)	Ootacamund	Director	Available
29.	Ministry of Shipping, Road Transport & Highways (Department of Shipping)	Paradip Port Trust (PPT)	Paradip	Director	Available

No.	Ministry/Department	Organization	Location	Level	Vacancy From
30.	Ministry of Chemicals & Fertilizers (Department of Chemicals & Petrochemicals)	Hindustan Antibiotics Limited	Pimpri/ Pune	Director	Available
31.	Ministry of Coal	Mahanadi Coalfields Ltd.	Sambalpur	Director	02/01/2010
32.	Ministry of Coal	Eastern Coalfields Limited	Sanctoria (WB).	Director	20/12/2010
33.	Ministry of Shipping, Road Transport & Highways (Department of Shipping)	Tuticorin Port Trust (TPT)	Tuticorin	Director	11.12.2007
34.	Ministry of Steel	Rashtriya Ispat Nigam Limited	Visakhapatnam	Joint Secretary	29/03/2011
