

REVISED PROFORMA FOR SEEKING VIGILANCE CLEARANCE

1	Name of the Officer	
2.	Designation	
3.	Present place of posting	
4	Whether on deputation or from within the organization	
5	Service to which belong(s)	
6	Whether the service/post belongs to Central Civil Services/Central Civil Post/All India Service	
7	Date of superannuation	
8	Level/Group of the present post and pay band	
9	Appointing/Disciplinary Authority	
10	Vigilance Clearance is required with respect to	(Please tick the relevant column) (a)Empanelment (Promotion, etc) (b) Deputation (Internal or Foreign) ( ) (c)Appointment (d) Assignment to training programme (e) Mandatory training (f) Obtaining Passport only (g)Forwarding of application for outside job (h)Voluntary retirement (i) For other purpose not covered by above
11	Details of the purpose for which VC has been sought	
12	Whether Vigilance status of the officer from the concerned organization and /or Cadre Controlling Authority have been obtained	
13	Whether the officer has been placed under suspension	
14	Whether any penalty imposed upon the officer in the past.(To be filled up only in case where the officer has joined this Ministry from other department and is undergoing or has undergone penalty during last five years)	
15	Whether any disciplinary/contemplated case is pending	
16	Whether the officer/official has submitted his annual Immovable Property Return(IPR) of the previous year as required under Rule 18 of the CCS year as required under Rule 18 of the CCS (Conduct) Rules, 1964 within prescribed time limit.	

Signature of officer-----

Dated-----