

No.325/15/2013-AVD-III  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

North Block,  
New Delhi, the 7<sup>th</sup> November, 2013.

Office Memorandum

**Sub: Appointment of CVO in CPSEs/Organisations, etc. – regarding**

The undersigned is directed to say that to fill up the vacancies of CVOs in CPSEs/Organisations this department provides a panel of officers to the administrative Ministries/Departments for selecting an officer for appointment as CVO.

2. Sometimes, the administrative Ministries/Departments request for sending them a fresh panel of officers without selecting an officer from the panel. In a recent case, the administrative Ministry, to whom a fresh panel was sent again, returned the panel for the second time with a request to send them a fresh panel of officers.
3. The entire process of inviting the applications, seeking clearance from CVC for placing the officers on the offer list, convening the meeting of the Selection Committee for recommending a panel, consultation with CVC (in case of select organisations) and sending the panel with the approval of the Competent Authority to the administrative Ministries/Departments, is a time consuming exercise. It may be appreciated that for providing a fresh panel the entire process has to be gone through again. Further, preparation of a panel is subject to the availability of a sufficient number of officers on offer and it may not always be possible to provide a panel immediately due to non-availability of suitable officers on the offer list. All this while, the post of CVO may remain vacant may have to be manned on a part time basis, which may not be desirable.
4. It has, therefore, been decided that if the administrative Ministry/Department returns a panel of officers without making a selection and requests for a fresh panel of officers, the reasons/justification for rejection of the panel of officers should be clearly indicated and the request should be sent to this department with the approval of the Minister –in-Charge.
5. It has also been decided that in case where the administrative Ministry/Department returns the panel without making a selection for the second time, then no fresh panel will be provided and this department may resort to mandatory appointment of a CVO in consultation with CVC (where required) and with the approval of the Competent Authority.

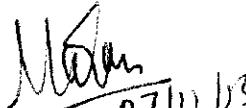
  
( M.M.Maurya ) 07/11/13  
Under Secretary to the Govt. of India  
Tel.No.23094541

To,

All Secretaries of the Ministries/Departments of the Govt. of India.

Copy for information to:

1. The Secretary, CVC, Satarkata Bhavan, New Delhi.
2. PS to MOS(PP)/PPS to Secy (P)/EO&AS/AS(S&V).
3. PMO, South Block, New Delhi.
4. ✓ NIC for uploading in website of the department.  
Guard file.
- 5.

  
07/11/13  
( M.M.Maurya )  
Under Secretary to the Govt. of India  
Tel.No.23094541