

F.No.372/42/2015-AVD-III  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

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North Block, New Delhi  
Dated the 24<sup>th</sup> February, 2016

To,  
The Chief Secretaries of all the State Governments/UTs

The Secretaries to the Government of India

**Subject: Inviting nominations for filling up the posts of CVO in CPSEs etc. for the financial year 2016-2017- reg.**

Sir/Madam,

I am directed to refer to this Department's letter of even number dated 22.01.2016, wherein the process for submitting applications by the officers as well as their Cadre Controlling Authorities was intimated.

2. It has now been decided with the approval of Competent Authority that every Cadre Controlling Authority should nominate an officer not below the rank of Under Secretary to the Govt. of India as 'Nodal Officer' for forwarding applications for the post of CVO in CPSEs etc. who can register himself online as Nodal Officer for the respective service and communicate the details of the officer nominated as 'Nodal Officer' in the enclosed proforma for verification & activation of the online account of the concerned Nodal Officer at the earliest.

Yours faithfully,

Encl: As above.

(Gracy Varghese)

Under Secretary to the Government of India

Tel. No. 23094541

Copy to:-

1. NIC with the request to upload in website.

NODAL OFFICER FOR FORWARDING APPLICATIONS FOR APPOINTMENT OF CVOS  
IN CENTRAL PUBLIC SECTOR ENTERPRISES (CPSE) ETC.

1. **Name of the officer nominated as 'Nodal Officer'** :  
(In capital letter)
2. **Designation** :
3. **Contact:**
  - a) **Email** :
  - b) **Mobile Number** :
  - c) **Phone (Office) with STD Code** :
4. **Address for Correspondence** :
  
5. **Cadre Controlling Authority for which service** :
6. **State Cadre (in case of IAS officers only)** :
7. **Specimen signature of the 'Nodal Officer'** :

(Name & Signature of Competent Authority with Seal)