

**F.No.6/4/2016 EO(MM-II)**  
**Government of India**  
**Ministry of Personnel, P.G. and Pensions**  
**Department of Personnel & Training**  
**(Office of the Establishment Officer)**

**North Block, New Delhi**  
**Dated 23<sup>rd</sup> November, 2016**

To,

1. The Chief Secretaries,  
All State Governments.
2. All Secretaries,  
Ministries/Departments of Government of India

**Subject: Appointment of officers working in the Ministries/Departments under Central Staffing Scheme(CSS) to Central Vigilance Commission(CVC) on shift basis.**

It is proposed to fill two vacancies of Deputy Secretary/Director level posts in the Central Vigilance Commission(CVC) on shift basis. The posts are non-CSS posts to be filled through Civil Services Board procedure.

2. The officers who are working at DS/Director level in different Ministries/Departments under the Central Staffing Scheme will be eligible to apply for these posts. If the officer is selected for the post, it will be treated as a 'shift' from a Central Staffing Scheme post to a non-Central Staffing Scheme post, which will entail additional tenure of two years as per the Consolidated Deputation Guidelines. The +2 option would be available only to those officers who were already working on a CSS post other than in the CVC. The additional tenure is subjected to completion of two years on the present CSS post and availability of cadre clearance. In the absence of cadre clearance (for +2 tenure), the tenure will be restricted to the balance period of four/five years central deputation remaining to the officer. The maximum tenure admissible outside the cadre is seven years in both the stints CSS and non-CSS put together.

3. The posts may be circulated amongst the officers working at Deputy Secretary/Director or equivalent level under the Central Staffing Scheme in the Government of India on priority basis. Names of the willing and eligible officers who can be spared by the Ministries/Departments may be forwarded to the Department alongwith the approval of the Minister-in-Charge, cadre clearance(for +2 tenure), vigilance clearance, detailed bio-data in the enclosed proforma and attested copies of ACR(s) for the period they have worked under CSS.

4. It is requested that the application(s) of the eligible officer(s) may please be forwarded so as to reach this Department within one month from the date of issue of this Circular

Yours faithfully,

*Jaganath*  
(J. Srinivasan)  
Director(MM)  
Tel 23092842

Copy to:

1. The Secretary, Central Vigilance Commission, Satarkta Bhawan, GPO Complex, Block A, INA, New Delhi -110023.
- ✓ 2. NIC Cell, DOP&T with the request to place on the Department's website.
3. PS to Dir(MM) for uploading through bulk e-mail system.

## Bio-Data

1.	Name	:			
2.	Date of Birth	:			
3.	Service	:			
4.	Batch	:			
5.	Contact Telephone No. (O) ® (M)	:			
6.	Educational Qualifications	:			
7.	Complete Experience/Posting Profile	:			
S.No	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Discription
8.	Whether clear from Vigilance Angle		:	Yes/No	
9.	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation		:		
10.	Whether the officer is debarred from deputation under		:		

11. Certified that the above particulars are correct and complete.

Signature of the applicant  
Date: \_\_\_\_\_

Signature  
Name/Designation & Rubber Stamp  
of officer certifying the above Particulars

Note:

Columns 1-7 to be filled in by applicant.

Columns 9-11 to be filled in by Ministry/Department concerned