

सं. / No.29/21/2019-EO(ACC)
भारत सरकार
Government of India
मंत्रिमंडलीय नियुक्ति समिति का सचिवालय
Secretariat of the Appointments Committee of the Cabinet
कार्मिक एवं प्रशिक्षण विभाग
Department of Personnel & Training
स्थापना अधिकारी का कार्यालय
Office of the Establishment Officer

नॉर्थ ब्लॉक, नई दिल्ली
North Block, New Delhi
दिनांकित / Dated: 15.11.2019

कार्यालय ज्ञापन
OFFICE MEMORANDUM

Subject : Online certificate to be furnished by each Ministry/Department on the AVMS portal – regarding.

The undersigned is directed to refer to this Secretariat's D.O. letter No. 29/18/2019-EO (ACC) dated 27.09.2019 (copy enclosed) vide which it was informed that for timely and accurate updation of all relevant information, an online certificate on the AVMS portal has to be mandatorily furnished and e-signed by the Nodal Officer of each Ministry/Department on the 1st and 16th of every month.

2. With active support of Nodal officers of various Ministries/Departments, the aforesaid system of e-filing of AVMS certificate has been fully operationalised. It is encouraging to note that as on date, 76 Nodal Officers of various Ministries / Departments have submitted the said certificate which was due on 1st November 2019.

3. It has, therefore, been decided to make further improvement in respect of furnishing the AVMS certificate by the Nodal Officer:

- i. The details of all the posts requiring ACC approval viz. CSS posts, Non-CSS posts, Board level posts in CPSEs/Public Sector Banks/Financial Institutions/Insurance Companies, Autonomous Bodies, Regulatory Bodies, Statutory Bodies, CVOs etc., will continue to be updated on the AVMS portal.
- ii. Nodal officers will ensure that the AVMS details are immediately updated in the event of any fresh posting, joining or relieving of officers in/from the concerned Ministry/Department or in an organization under their administrative control.
- iii. Nodal Officers will furnish the aforesaid online certificate on AVMS mandatorily on every Monday from now onwards. Accordingly, the next AVMS certificate to be furnished online by the Nodal Officer will become due on 18th November 2019.
- iv. In the event of Monday being a holiday, the AVMS certificate will be furnished on the next working day.

4. It is also stated that the Nodal Officers may contact the following officers in the DOPT, EO Division for any assistance in the above process:

S.No.	Name of the officer	Contact Number	Email
1.	Ms. Sagarika Patnaik, Director (ACC)	23092272	diracc@nic.in
2.	Sh. Jagannath Srinivasan, Director (MM)	23092842	dir.mm@nic.in
3.	Ms. Smita Sarangi	23092187	smita.sarangi@nic.in

5. Further, a meeting under the Chairmanship of Establishment Officer & Special Secretary with the Nodal Officers will be held on **20th November 2019 at 10 AM** in the Committee Room No. 190, North Block, New Delhi, to discuss / review the status of the said online AVMS certificate. It is requested that the Nodal Officers for AVMS or an officer not below the rank of the Joint Secretary in the Ministry/Department may be deputed to attend the aforesaid review meeting on the scheduled date and time. The Nodal Officers who furnish the online AVMS certificate on 18th November 2019 are not required to attend the said meeting.

S. Patnaik 15.11.19
(Sagarika Patnaik)
Director (ACC)
☎: 23092272

To

All Secretaries (as per enclosed list)

Copy to :-

- i. PPS to EO&SS
- ii. Director(ACC)/ Director(MM)/ DS(SM)
- iii. NIC, DOPT – with a request to email the above communication to all Secretaries of the Gol
- iv. SO(AD.II) for making necessary arrangements for the meetings.

प्रदीप कुमार त्रिपाठी
P.K. TRIPATHI

स्थापना अधिकारी और
अपर सचिव

ESTABLISHMENT OFFICER &
ADDITIONAL SECRETARY
Tel.: 23092370, Fax: 23093142
E-mail : eo@nic.in



सत्यमेव जयते



भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
नॉर्थ ब्लॉक, नई दिल्ली-110001
GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL, PUBLIC
GRIEVANCES AND PENSIONS
NORTH BLOCK NEW DELHI-110001

D.O. No. 29/18/2019-EO(ACC)

Dated: .09.2019

Dear Sir/Madam,

As you are aware that detailed status of filling of posts which require approval of the ACC, is required to be updated on ACC Vacancy Monitoring System (AVMS).

2. With a view to ensure timely and accurate updation of all relevant information, an online certificate to be furnished by each Ministry/Department has now been made available on the AVMS portal. This online certificate is required to be mandatorily filled in and e-signed by the Nodal Officer of your Department/Ministry on the 1st and 16th of every month. The first AVMS certificate is required to be provided by the Nodal Officer on AVMS portal on 01.10.2019. The said Certificate is available on the following link on the AVMS:

AVMS Portal → Upload AVMS Certificate → Generate Certificate

3. You are, therefore, requested to kindly issue necessary instructions in this regard so that the aforesaid certificate is fully operationalised with effect from 01.10.2019. A copy of the screenshot of the relevant web page of AVMS is enclosed for kind reference.

Kind regards

Yours sincerely

(P.K.Tripathi) 27/09/19

To,

All Secretaries to the Government of India



सूचना
का अधिकार

<http://persmin.gov.in>