

Circular regarding sponsoring names for the post of Chief Vigilance Officer in Municipal Corporation of Delhi on deputation basis.

From : Director Personnel <director-ced@mcd.nic.in>

Mon, Feb 17, 2025 03:40 PM

Subject : Circular regarding sponsoring names for the post of Chief Vigilance Officer in Municipal Corporation of Delhi on deputation basis.

1 attachment

To : Dr. Chandra Bhushan Kumar IAS <cs-andaman@nic.in>, adcgovpb@gmail.com, Office of the Administrator DNH DD <administrator-dnh@nic.in>, cs-jandk <cs-jandk@nic.in>, Sh. Umang Narula <narulau@ias.nic.in>, Advisor to LG <advisor-lg-ladakh@gov.in>, Advisor to the Administrator UTL <lk-advisor@gov.in>, Praful Patel <lk-admin@nic.in>, Shri Dharmendra <csdelhi@nic.in>, Dr Sharat Chauhan, I.A.S, Chief Secretary to Government, Government of Puducherry <cs.pon@nic.in>, CGDA Office <cgda@nic.in>, CAG Office <cagoffice@cag.gov.in>, KV Hamza <sys@nic.in>, Director General Posts <dgposts@indiapost.gov.in>, Sh Anil Kumar Singh <secservices@nic.in>, ceodelhicant@gmail.com, Manoj Kumar Verma <rga.dhc@nic.in>, SH Ravi Agrawal <chairmancbdt@nic.in>, vcdda@dda.org.in, Satinder Pal Singh <cpwd_dgw@nic.in>, Chairperson NDMC <chairperson@ndmc.gov.in>, Shri Sanjay Kumar Agarwal <chmn-cbic@gov.in>, RAJIB DHAR CHOUDHURY <rajib_3441@dmrc.org>, Shri Navin K. Choudhary <psud@nic.in>, Dr(Mr) Himanshu Pathak <dg.icar@nic.in>



Please find attached Circular No. AO(Estt.)-II/SO-I/CED/MCD/2025/6725 dated 17.02.2025 regarding sponsoring names for the post of Chief Vigilance Officer in Municipal Corporation of Delhi on deputation basis along with proforma for application. The names of suitable and willing officers fulfilling the prescribed conditions, along with their application, Bio-data duly attested by Employer, ACRs for the preceding five (5) years, integrity Certificate, Vigilance Clearance and Cadre Clearance etc. may please be forwarded, within a period of 30 days to the office of Director Personnel, Municipal Corporation of Delhi, 22nd Floor, Dr. S.P. Mukherjee Civic Centre, J.N. Nehru Marg, Minto Road, New Delhi-110002.

**Administrative Office
Central Establishment Department
Municipal Corporation of Delhi.**

cvo circular dt 17.02.2024.pdf
2 MB

Handwritten notes and signatures:
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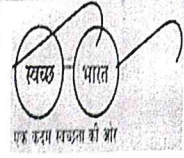


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MUNICIPAL CORPORATION OF DELHI
CENTRAL ESTABLISHMENT DEPARTMENT
22nd FLOOR, DR.S.P.MUKHERJEE CIVIC CENTRE
J.L.NEHRU MARG, NEW DELHI - 110 002



No. AO (Estt.)-II/SO-I/CED/MCD/2025/6725

Dated: 17-02-25

CIRCULAR

1. All Secretaries, Government of India.
2. All Chief Secretaries, States/ UTs.
3. All Director General of Police, States/ UTs.
4. The Controller General of Defence Accounts, West Block-V, R.K. Puram, N.Delhi.
5. The Assistant Comptroller and Auditor General, O/o the Comptroller & Auditor General of India, 10, Bahadurshah Zafar Marg, New Delhi.
6. The Controller General of Accounts, Ministry of Finance, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
7. The Controller General of Accounts, Posts & Telegraphs Deptt., Patel Chowk, New Delhi.
8. The Spl. Secretary (Services), Services Department, GNCTD, Delhi Sachivalya, 7th Floor, B-Wing, I. P. Estate, N. Delhi-2.
9. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt-110010.
10. The Registrar, Delhi High Court, New Delhi.
11. The District Judges, Tis Hazari Courts, Delhi.
12. The Chairman, CBDT, Ministry of Finance, North Block, New Delhi.
13. The Chairman, CBIC, Ministry of Finance, North Block, New Delhi.
14. The Chairman, DDA, Vikas Sadan, INA, New Delhi.
15. The Director General (Works), CPWD, Nirman Bhawan, New Delhi-11.

Sub: Sponsoring names for the post of Chief Vigilance Officer in Municipal Corporation of Delhi on deputation basis.

Sir/Madam,

I am directed to communicate that the following post is required to be filled up in Municipal Corporation of Delhi on deputation basis in term of guidelines and instructions issued from time to time by Ministry of Home Affairs:-

Chief Vigilance Officer

Pay Scale – Level-14 of Pay Matrix

2. Eligibility conditions/Qualifications:

Officers belonging to All India Services/Central Civil Services/ UT Civil Services/ UT Police Services:-

- (a)(i) Holding analogous posts on regular basis in the parent cadre/ Department; or
- (ii) with two (02) years regular service in post in Level-13-A in the Pay Matrix or equivalent in the parent cadre or department; or
- (iii) with three (03) years of regular service in post in Level-13 in the Pay Matrix or equivalent in the parent cadre or department; and
- (b) Possessing 5 years experience in the field of Personnel, Vigilance, Investigation, Legal and Public Procurement matters.

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Note 1: The applicant should also fulfill the following criteria for consideration to the post:

- (a) The officer should be clear from vigilance angle and having unblemished record of service and integrity beyond doubt.
- (b) Should not be from Municipal Corporation of Delhi.
- (c) Should not have worked as CVO in Municipal Corporation of Delhi
- (d) Should not have crossed the age of 55 years as on the last date of inviting the applications.
- (e) Must have grading not lower than Very Good in PARs in the last five years.

Note 2: The tenure of the post of CVO shall be for a period of 03 years (non – extendable).

3 Since MCD follows the Rules/Regulations/Instructions of the Govt. of India, the laid down terms and conditions of deputation of the Govt. of India shall be applicable mutatis mutandis to the officer on deputation basis in Municipal Corporation of Delhi.

4 It is, therefore, requested that the names of suitable and willing officers fulfilling above conditions, alongwith (i) their Applications and Bio-data with certification that the entries in the application have been verified from the records and found correct (ii) ACRs/APRs for the preceding five (5) years with grading not lower than 'Very Good' (iii) Integrity Certificate (iv) Vigilance Clearance including certification that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the officer concerned (v) Cadre Clearance for 03 years and (vi) List of major/minor penalties, if any, imposed on the officer during the last ten years/No Penalty Certificate may please be forwarded to the Director (Personnel), Municipal Corporation of Delhi, 22nd Floor, E-1 Block, Dr. S. P. Mukherjee Civic Centre, J.L. Nehru Marg, New Delhi-110002 within 30 days from the date of issue of circular, to enable us to consider selection for appointment to the above-said post on deputation basis. Application Proforma is attached.

5. This may please be given TOP PRIORITY.

Administrative Officer (Estt.)

PERSONAL DATA

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Application for the Post of CVO

PHOTO

1	Service	
2	Cadre (only for AIS)	
3	Application number	
4	Applying for the post	
5	Applying for level	
6	First Name	
7	Middle Name	
8	Sur Name	
9	Domicile	
10	Contract Details a) E-mail ID: b) Office Telephone: c) Residential Telephone: d) Mobile Number: e) e-mail (Office): f) Residence:	
11	Exam Year	
12	Allotment Year	
13	Date of Joining	
14	Gender	
15	Date of Birth	
16	Date of Superannuation	
17	Category	
18	Pay band + Grade Pay & Date with effect from	
19	Pay Level as per 7 th CPC & Date with effect from	
20	Basic Pay	
21	Date of NFSG Grant	
22	Whether Spouse is working in a service participating under Central Staffing Scheme. (a) Service of Spouse (if reply to above is Yes) (b) Cadre of Spouse (if AIS)	
23	Whether Spouse currently working under Central Deputation	Yes/No
24	Whether willing to be considered for Non-CSS posts in PSU/Autonomous Body/Registered Society/ Statutory Body	Yes/No
25	Whether slotted for Foreign Training/Assignments	Yes/No
26	Whether working in the cadre or is on the Central deputation	
27	If on Central Deputation, please mention whether working on a CSS post or a Non-CSS post or an Ex-Cadre Post.	

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28	Whether Debarred from Central Staffing Scheme previously. If Yes, a. Date from (or debarment) b. Date to (of debarment)	Yes/No
29	Whether worked on Central Deputation before. If yes, date of reporting to cadre	Yes/No
30	Whether cooling-off period completed a. Cooling-off period completion date	
31	Whether retained in Offer List during previous 5 years	
32	A brief note (note more than 100 words) highlighting significant/ relevant qualifications and important achievements in support of eligibility.	
33	Whether applied for CVO during previous 5 years	

34 EDUCATIONAL QUALIFICATIONS (Please mention Graduation and above only).

Sl. No	Qualification	Subject (1) Subject (2)	Year/ Division	Institution/ University/ Place/ Country
1.				
2.				
3.				

35. TRAINING DETAILS

(Please mention trainings of duration of only more than 1 month)

Sl. No	(i) (ii) (iii)	Training Name Institute Country	Training related to Specialization in Subjects	From Date to Date
1.				
2.				
3.				

36. EXPERIENCE DETAILS

(Please provide up to date experience details)

Sl. No.	Type of Posting (Cadre/Centre)	(i) (ii)	Level/Pay Scale Designation	Ministry Department Office Place	Field of experience acquired during the posting (Major & Minor)	Tenure From & Tenure To
1.						
2.						
3.						

The information furnished above by me is correct.

(Signature)

To be filled by the Cadre Controlling Authority.

(This should be filled by the competent authority of State Govt. /Cadre Controlling Authority as prescribed in the letter)

It is certified that the above information given is correct as per record.

(Signature)

Name:

Designation:

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37. Vigilance Experience Details

Sl. No	Type of Posting (Cadre/ Centre)	Level/ Scale Designation	Pay	Ministry department Office Place	Details of Experience in Vigilance/ Disciplinary matters	Tenure from Tenure to

The information furnished above by me is correct.

(Signature)

To be filled by the Cadre Controlling Authority.

(This should be filled by the competent authority of State Govt. /Cadre Controlling Authority as prescribed in the letter)

It is certified that the above information given is correct as per record.

(Signature)

Name:
Designation:

