



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

No: F.11(4)Part-III)/CED/SDMC/DA-I/2021/ 1277

Dated: 06/10/2021

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, N. Delhi.
8. Director (Local Bodies), 9th Level, A-Wing, Delhi Secretariat, I.P.Estate, New Delhi.
9. The Secretary (Services), GNCTD, Delhi Sachivalya, I. P. Estate, N. Delhi-2.
10. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt-110010.
11. The Registrar, Delhi High Court, New Delhi.
12. The District Judges, Tis Hazari Courts, Delhi.
13. The Chairman, CBDT, 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 South Delhi Municipal Corporation.

Sir/Madam,

I am directed to communicate that one post of Chief Vigilance Officer (CVO) in Level-13A of pay matrix is required to be filled up urgently in South Delhi Municipal Corporation.

Eligibility Criteria:-

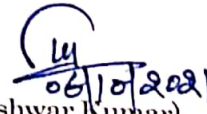
2. Group A service officers of Central Government fulfilling the following criteria will be eligible to be considered for the post of Chief Vigilance Officer:-

- (a) Not below the rank of Dy. Secretary to Govt. of India or equivalent.
- (b) Unblemished record of service and integrity beyond doubt.
- (c) Should not be from South Delhi Municipal Corporation.
- (d) Should not have worked as CVO in South Delhi Municipal Corporation.
- (e) Should not have crossed the age of 55 years as on the last date for receipt of applications.
- (f) Must have grading not lower than 'Very Good' in PARs in the last five years.

3. It is, therefore, requested that the names of suitable and willing officers fulfilling the above criteria, along with Personal-data, ACRs/APARs for the preceding 05 years, Integrity Certificate, Certificate of unblemished record of service, Vigilance Clearance and Cadre Clearance may please be forwarded to the Director (Personnel), South Delhi Municipal Corporation, 22nd Floor, Dr. S.P. Mukherjee Civic Centre, J. L. Nehru Marg, N. Delhi-110002 on or before 22nd November, .2021.

4. This may please be given TOP PRIORITY.

Encl:- Personal data proforma


(Thaneshwar Kumar)
Administrative Officer (Estt.)

Copy to:

Director (IT) with the request to get it uploaded the Circular on SDMC's website.

PERSONAL DATA

Application for the Post of CVO

Photograph

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-mail: Office: Residence: Mobile:
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	
19.	Pay Level	
20.	Basic Pay as on 01.07.2019	
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 posts or a Non-CSS post or an Ex-Cadre Posts.	
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 a. 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	

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

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

40. TRAINING DETAILS

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

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

41. EXPERIENCE DETAILS

(Please provide up to date experience details)

Sl. No.	Type of Posting (Cadre/Centre)	(i)Level/Pay Scale (ii)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:

42. Vigilance Experience Details

S.No.	Type of Posting (Cadre/Centre)	Level/Pay scale Designation	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