



**SOUTH DELHI MUNICIPAL CORPORATION**  
(VIGILANCE DEPARTMENT)

26<sup>th</sup> Floor, Dr. S.P.M. Civic Centre  
J.L.N Marg, Minto Road  
New Delhi: 110002

NO. DOV/SDMC/2020/ 758

Dated: 27/11/2020

**CIRCULAR**

**Subject: Guidelines for granting of 'Vigilance Clearance' to Group 'A' & 'B' employees of Municipal Corporation.**

Reference is invited towards the OM No. 11012/11/2007-Estt-A dated 27<sup>th</sup> September 2011 (Copy enclosed) issued by Govt. of India, Ministry of Personnel, Public Grievances & Persons, Department of Personnel & Training which reads as "the officers who have not submitted their Annual Immovable Property Returns (AIPR) by the prescribed time would be denied Vigilance Clearance and will not be considered for empanelment for senior level posts in Govt. of India".

"Vigilance Clearance shall be denied to an officer if he fails to submit his annual immovable property return of the previous year by 31<sup>st</sup> January of the following year as required under Govt. of India decisions under rule 18 of the CCS(Conduct) Rules, 1964"

It has been decided that henceforth no Vigilance clearance will be issued by the Vigilance department, SDMC in respect of group A & B officers until the department asking for the vigilance clearance submits in writing that the officer for whom the vigilance clearance has been sought has submitted his AIPR for the year within the stipulated time upto 31<sup>st</sup> January.

Any misreporting shall be viewed seriously and responsibility shall lie upon the officer who shall forward the request for Vigilance clearance to this Department. DDOs concerned shall comply the above instructions in letter and spirit. A proforma for obtaining the vigilance clearance is enclosed herewith.

**Director of Vigilance/SDMC**

**Distribution:**

1. All Additional Commissioners with the request to direct the departments under their control to comply with the directions issued in the circular.
2. All HOD/DCs
3. Director (IT) for uploading the circular on the website
4. PS to Commissioner/ SDMC for information of the Commissioner

No. 11012/11/2007-Estt.A  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

New Delhi, Dated 27<sup>th</sup> September, 2011

**OFFICE MEMORANDUM**

Subject: **Guidelines regarding grant of 'Vigilance Clearance' to members of Central Civil Services / Posts.**

The undersigned is directed to say that it has been decided by the Government that officers who have not submitted the Annual Immovable Property Returns by the prescribed time would be denied vigilance clearance and will not be considered for empanelment for senior level posts in Government of India.

2. Accordingly, in this Department's OM No. 11012/11/2007-Estt.A dated 14.12.2007, laying down guidelines regarding grant of vigilance clearance to members of Central Civil Services / Posts, in para 2 a new sub-para (f) will be inserted as under:

(f) Vigilance clearance shall be denied to an officer if he fails to submit his annual immovable property return of the previous year by 31<sup>st</sup> January of the following year, as required under Government of India decisions under Rule 18 of the Central Civil Services (Conduct) Rule, 1964.

  
(U.S. Chattopadhyay)

Under Secretary to the Government of India

All Ministries / Departments

Copy to:

1. Prime Minister's Office (w.r.t. their I.D. No. 600/31/C/33/2011-ES2, dated 15.03.2011)
2. Cabinet Secretariat
3. Secretary, CVC
4. UPSC
5. C&AG
6. NIC (DOP&T Cell) with the request to upload this O.M. on the website of DOP&T.

## PROFORMA FOR SEEKING VIGILANCE CLEARANCE REPORT

### Sub: Application for Vigilance Clearance Report.

A Vigilance Clearance Report is required in this office and the same may be provided as per details below:

5. Full name of the official/officer:

6. Father's /Husband's name:

7. Designation :

8. BMID No:

5. Group (Please Tick):

(A, B & C)

6. Annual Immovable Property  
Return Submitted

Yes / No

(If Yes, mention date)

7. Date of Birth:

8. Date of Appointment:

9. Date of Retirement:

10. Purpose for Vigilance Clearance:

HOD/Zonal Head/SDMC

The Director (Vig.),  
Vigilance Department/SDMC  
26<sup>th</sup> Floor, Civic Centre,  
New Delhi