No. A-12026/1/2019-Admn.II  
GOVERNMENT OF INDIA  
NITI AAYOG  

NITI Bhavan, Sansad Marg,  
New Delhi, the 7th September, 2019

To

All Central Government Ministries/ Departments / State Governments / UT Administrations (including their attached and subordinate offices)/ Universities/Recognized Research Institutions /Public Sector Undertakings/ Semi-Government/ Statutory/ Autonomous Organisations.

Subject: - Recruitment to 04 posts of Senior Adviser/Adviser in Level – 15 in the Pay Matrix (Rs. 1,82,200/- - Rs.2,24,100) or Level – 14 in Pay Matrix (Rs. 1,44,200/- - Rs.2,18,200) in NITI Aayog on Deputation (including short-term contract)/Promotion basis.

Sir

I am directed to say that NITI Aayog proposes to make recruitment to 04 posts of Senior Adviser/Adviser in Level – 15 in the pay matrix (Rs. 1,82,200 - Rs.2,24,100) or Level – 14 in the Pay matrix (Rs. 1,44,200 - Rs.2,18,200) in the fields/areas of Energy, Industry, Project Appraisal & Management Division (PAMD) and Micro, Small & Medium Enterprises (MSME) in NITI Aayog by Deputation (including short-term contract)/Promotion basis. Applications are invited from the eligible and interested candidates through proper channel. These posts are Group ‘A’ posts belonging to General Central Service (Ex-Cadre) of NITI Aayog.

2. The Officers working in the Central / State Governments/ Union Territories (including their attached and subordinate offices) / Universities / Recognized Research Institutions / Public Sector Undertakings / Semi-Government, Statutory or Autonomous Organizations and other Non-Government bodies and also the officers holding the feeder grade posts viz. Adviser and Joint Adviser in the NITI Aayog, who meets the following educational qualifications and eligibility conditions would be considered simultaneously:

Educational Qualifications:-

Essential: Masters’ Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognised University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years)

Desirable: Doctorate in any discipline or Master’s Degree in Engineering.

ELIGIBILITY CONDITIONS (As On Closing Date)

(a) FOR DEPUTATION

Officers working in the Central Government / State Governments/ Union Territories (including their attached and subordinate offices) / Universities / Recognized Research
Institutions / Public Sector Undertakings / Semi-Government, Statutory or Autonomous Organizations and other Non-Government bodies.

**Senior Adviser: Level 15**

(i) Holding analogous posts on regular basis in the parent cadre or department; or
(ii) with three years regular service in **Level - 14 in Pay Matrix** or Pre-Revised Pay Band 4: Rs.37400-67000 with Grade Pay of Rs.10,000 or equivalent in the parent cadre or department; and

**Essential experience**

Minimum 18 years' experience (which shall include upto 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/implementation, research, monitoring and evaluation of policy, programme or projects.

**Adviser: Level 14**

(i) holding analogous posts on regular basis in the parent cadre or department; or
(ii) with two years regular service in posts in **Level - 13 A in Pay Matrix** or Pre-Revised Pay Band 4: Rs.37400-67000 with Grade Pay of Rs.8,900 or equivalent in the parent cadre or department; or
(iii) with three years regular service in posts in **Level - 13 in Pay Matrix** or Pre-Revised Pay Band 4: Rs.37400-67000 with Grade Pay of Rs.8,700 or equivalent in the parent cadre or department;

**Essential experience**

Minimum 15 years' experience (which shall include upto 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/implementation, research, monitoring and evaluation of policy, programme or projects.

**Age Limit**

The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 58 years as on closing date of receipt of applications.

(b) **FOR PROMOTION to the posts of Senior Adviser and Adviser**

The departmental Advisers/ Joint Advisers in Level 14/ Level 13 of the Pay Matrix with three years of regular service, respectively, in the grade rendered after appointment thereto on a regular basis and possessing the educational qualification as prescribed in preceding para and successful completion of 2-4 weeks of training in the relevant field as specified by NITI Aayog will also be considered alongwith outsiders. If a Departmental Adviser or Joint Adviser, is selected for appointment to the post of Sr. Adviser or Adviser respectively, it will be treated as having filled by

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**NOTE:** The departmental officers in the feeder category who are in the direct line of the promotion will not be eligible for consideration for appointment on deputation/ISTC contract.
Similarly, deputationists shall not be eligible for consideration for appointment by promotion. The period of deputation/(ISTC) including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization/department shall not ordinarily exceed five years."

If a departmental Adviser or Joint Adviser is selected for appointment, the post shall be treated as having been filled by Promotion. In the case of other candidates, they would be considered for appointment on Deputation including short-term contract basis as the case may be.

3. Details of the vacancies and proforma are available on NITI Aayog’s website i.e. http://www.niti.gov.in under the link “Work with NITI” i.e. https://www.niti.gov.in/career/vacancy-circular. Interested applicants may download the circular as well as the Application Proforma from our website.

4. All Ministries/Departments of Central Govt. and State Governments/ UT Administrations are requested to give wide publicity to this vacancy circular among the officers of appropriate level under their control including those working in Public Undertakings or Semi-Government or Statutory or Autonomous Organisations, Recognised Research Institutions etc. under their administrative control and other Non-Govt. Bodies.

5. The applications (in duplicate), along with the following documents, in respect of the candidates who fulfill the eligibility conditions and who can be spared for taking up the assignment within one month of the intimation of selection, may be forwarded in the prescribed proforma (available on aforesaid website) duly signed by the candidate and countersigned by the Head of Office or any other officer authorized to sign alongwith the followings:

(i). Up-to-date Confidential Report/ APAR Dossier of the candidate concerned or attested photocopies of the Annual Confidential / Annual Performance Appraisal Reports of the candidate for the latest available five years;
(ii). Vigilance clearance in the prescribed detailed format signed by Chief Vigilance Officer;
(iii). Integrity Certificate signed by an officer of the rank of Deputy Secretary or above.

6. The vacancies are also being published in the Employment News. The last date for receipt of applications in NITI Aayog is 05.11.2019 (05:00 PM).

7. It may also be taken in note that, in terms of DoPT's OM No. 27/2/2009-EO(SM-II) dated 16.7.2009 read with OM No.9/23/2014-EO(SM-II) dated 22.8.2017, once a candidate has applied for being considered for the post and he/she is considered and selected by the Appointments Committee of the Cabinet (ACC), ordinarily, he/she should not decline the appointment and if he/she declines the appointment he/she will be liable for the action as per aforesaid OMs.

8. Applicant should ensure that the application is complete in all respects and is in the prescribed format. No column of the format should be left blank. Wherever information is not applicable or nil, it may please be stated. So, only complete
applications received through proper channel on or before the specified closing date shall be considered. The application should reach Under Secretary (Admn.IA & II), NITI Aayog, Room No.358, NITI Bhavan, Sansad Marg, New Delhi-110001 by 05.11.2019 (05:00 PM).

9. Hindi version will follow.

Yours faithfully,

(Dinesh Kochher)
Under Secretary to the Government of India
Tel.2309 6521

Copy forwarded for information:-

1. PS to VC / PS to MoS/All Members/CEO Office/ Additional Secretaries/Advisers/Joint Secretary, NITI Aayog.
2. All Heads of Verticals / Adviser (Administration), NITI Aayog

(Dinesh Kochher)
Under Secretary to the Government of India
Tel.2309 6521
No.A.12026/1/2019-Admn.II
Government of India
National Institution for Transforming India

NITI Bhavan, Sansad Marg,
New Delhi- 110001.

Subject: Recruitment to 04 posts of Senior Adviser/Adviser in Level-15 or Level-14 by Deputation (including short-term contract)/Promotion basis.

Government of India, National Institution for Transforming India (NITI) Aayog invites applications for 04 posts of Senior Adviser/Adviser in Level-15 in the Pay Matrix (Rs. 1,82,200 - Rs.2,24,100 or Level-14 in Pay Matrix (Rs. 1,44,200/- Rs.2,18,200) in different fields/areas by Transfer on deputation (including short-term contract)/Promotion of the eligible officers working in Central Government Ministries/Departments/State Governments/UT Administrations/Universities/Recognized Research Institutions/Public Sector Undertakings/Semi-Government/Statutory/Autonomous Organisations and other Non-Govt. Bodies. The details relating to the posts as well as the requisite eligibility conditions and the prescribed application format are available on NITI Aayog's official website niti.gov.in under the link Career (http://niti.gov.in/career/recruitment#).

2. The closing date of receipt of application in NITI Aayog will be 60 days from the date of publication of this advertisement in the Employment News.

Dinesh Kochhar
Under Secretary (Admn.II)
Tel: 23096521
NITI Aayog requires the services of suitable officer(s) for appointment to the posts of Senior Adviser/Adviser by Deputation (including short-term contract) / Promotion basis who has experience/expertise in the fields/areas of Energy; Industry; PAMD and MSME

1. Number of Vacancies: 04 (Tentative)
2. Educational Qualifications
   Essential
   Masters’ Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognised University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years)

Desirable
   Doctorate in any discipline or Master’s Degree in Engineering

2. **ELIGIBILITY CONDITIONS (As On Closing Date)**
   (a) **FOR DEPUTATION**
   Officers working in the Central Government / State Governments/ Union Territories (including their attached and subordinate offices) / Universities / Recognized Research Institutions / Public Sector Undertakings / Semi-Government, Statutory or Autonomous Organizations and other Non-Government bodies:

   **Senior Adviser: Level 15**
   (i) Holding analogous posts on regular basis in the parent cadre or department; or
   (ii) with three years regular service in Level - 14 in Pay Matrix or Pre-Revised Pay Band 4 : Rs.37,400-67,000 with Grade Pay of Rs.10,000 or equivalent in the parent cadre or department; and

   **Essential experience**
   Minimum 18 years' experience (which shall include upto 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/implementation, research, monitoring and evaluation of policy, programme or projects.

   **Adviser: Level 14**
   (i) holding analogous posts on regular basis in the parent cadre or department; or
   (ii) with two years regular service in posts in Level – 13 A in Pay Matrix or Pre-Revised Pay Band 4 : Rs.37,400-67,000 with Grade Pay of Rs.8,900 or equivalent in the parent cadre or department; or
   (iii) with three years regular service in posts in Level – 13 in Pay Matrix or Pre-Revised Pay Band 4: Rs.37,400-67,000 with Grade Pay of Rs.8,700 or equivalent in the parent cadre or department;
8. **GENERAL CONDITIONS:**

a. Candidates working in Central Government or State Government Departments or Union Territory Administrations or Universities or Recognized Research Institutions or Public Undertakings or Semi Government or Statutory or Autonomous Organisations and other Non-Government Bodies should apply in appropriate proforma through proper channel.

b. It may also be taken note of that in terms of DoPT's OM No. 27/2/2009-EO(SM-II) dated 16.7.2009 read with OM No.9/23/2014-EO(SM-II) dated 22.8.2017, a candidate once applied for being considered and he/she is considered and selected by the **Appointments Committee of Cabinet** (ACC), ordinarily, he/she should not decline the appointment and if he/she declines the appointment and if he/she declines the appointment he/she will be liable for action as per aforesaid OMs.

c. Candidates will need to produce proof of the details furnished in their applications as and when required.

d. Only Indian Nationals need to apply.

e. Canvassing in any form will be a disqualification.

f. The prescribed essential qualifications as indicated in para 2 are the minimum and the mere possession of the same does not entail candidates to be called for interview.

g. The applications (in duplicate), along with the following documents, in respect of the candidates who fulfill the eligibility conditions and who can be spared for taking up the assignment within one month of the intimation of selection, may be forwarded in the prescribed proforma i.e. Appendix I duly signed by the candidate and countersigned by the Head of Office or any other officer authorized to sign:-

   (i) Up-to-date Confidential Report/ APAR Dossier of the candidate concerned or photocopies of the Annual Confidential / Annual Performance Appraisal Reports of the candidate for the latest available five years (duly attested);

   (ii) Vigilance clearance in the prescribed detailed format signed by CVO of the department/organization;

   (iii) Integrity Certificate signed by an Officer of the rank of Deputy Secretary or above.

h. Applications complete in all respects and in the prescribed proforma, should reach Under Secretary (Adm.-IA), NITI Aayog, Room No.416, Yojana Bhavan, Sansad Marg, New Delhi-110 001 within 60 days from the date of publication of this advertisement in Employment News. Only complete applications received through proper channel on or before the closing date for receipt of applications will be considered. The applications should be sent in an envelope supercribed 'Application for the post of Senior Adviser or Adviser in the NITI Aayog'.

**NOTE:**

Incomplete applications or applications without the supporting documents or Advance applications or applications received after the last date will be summarily rejected & no communication will be made/entertained in this regard.

(Dinesh Kochher)
Under Secretary to the Govt. of India
Tel: 2309 6521
Job Description of Sr. Adviser/Adviser (Energy)

He/she will be responsible for the policy formulation and long term strategy relating to Power, New and Renewable Energy, Coal, Petroleum & Gas. He/She will review the energy situation in the country as well as globally and environment changes and in that context propose future energy options on an integrated basis. He/She will help in evolving an integrated energy policy covering commercial and non-commercial sources of energy and suggesting arrangements for management of supply and demand in sectors and monitoring their implementation keeping in view technology options in industry, transport etc. having regard to the intensity of energy, keeping in view their inter-se availability, opportunity costs and conservation of energy; periodically assessing the likely demand and availability of different forms of energy and suggesting appropriate arrangements to meet the country’s energy needs keeping in view the need to conserve resources as well as the environment. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for all matters relating to Ministry of Power, Department of Atomic Energy, Ministry of Coal, Ministry of NRE, Ministry of Petroleum & Natural Gas and any other matter assigned by the superiors.

Job Description of Adviser (Industry)

He/she will be responsible for the policy formulation and long term strategy relating to entire Industrial sector viz. policies for industrial and commercial development, including exports and imports, industrial incentives framework, investment promotion including foreign direct investment, technical advances and technology transfer with a view to help India assume a role of leadership in international trade organizations commensurate with India’s growing importance. Further formulates the Foreign Trade Policy with a long term objectives of doubling India’s share in Global trade. Undertakings and/or managing policy research and evidence-based analysis; organizing meetings and workshops sharing knowledge, experience and best practices; building consensus among stake holders and advocacy towards reforms in the field. He/she will be responsible for bringing out the Strategy Paper focusing on the targeted commodity and country wise strategy in the medium term and the strategic plan vision and foreign trade policy in the long run. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will be responsible for all matters relating to Ministry of Commerce and Industry and Ministry of Heavy Industries and Public Enterprises and any other matters assigned by the superiors.
PROFORMA OF APPLICATION FOR THE POST OF SENIOR ADVISER OR ADVISER (KIH) [FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT)/PROMOTION]

**POST APPLIED FOR:** Senior Adviser

Preferred Vertical/Area: [As per Annexure- 'A']

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<tr>
<th></th>
<th>Name &amp; Address (in Block Letters)</th>
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<td>Mobile No</td>
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|   | Date of Birth (in Christian era) |

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<th>Date of entry into service</th>
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<td>Date of retirement under the Central/State Government Rules</td>
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<th>Educational Qualifications</th>
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<td>Main Subjects</td>
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<td>Month &amp; Year of Passing</td>
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<td>% Marks/Division</td>
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*(Add rows if required)*
7. Details of Employment, in chronological order:

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<thead>
<tr>
<th>Sl No</th>
<th>Office/ Institution</th>
<th>Post held on regular basis / Name of Employer</th>
<th>From (date)</th>
<th>To (date)</th>
<th>*Pay Matrix and Pay Level of the post held on regular basis</th>
<th>Nature of Duties (in detail) highlighting experience required for the post applied for</th>
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*Important: Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate, may be indicated below:

<table>
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<tr>
<th>Office/ Institution</th>
<th>Pay Matrix and Pay Level drawn under ACP/MACP Scheme/NFU basis</th>
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8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent

9. In case the present employment is held on deputation/contract basis, please state -

   a) The date of Initial Appointment
   b) Period of appointment on deputation/contract
   c) Name of the present office/organisation to which the applicant belongs.
   d) Name of the post and Pay of the post held in substantive capacity in the parent organisation

9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.

9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organisation but still maintaining a lien in his parent cadre/organisation
ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and;

iii) Patents registered in own name or achieved for the organization

iv) Any research/ innovative measure involving official recognition

v) Any other information.  
(Note: Enclose a separate sheet if the space is insufficient.)

17. Please state whether you are applying for deputation (ISTC).

18. Whether belongs to SC/ST

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having bearing on my selection has been suppressed/withheld.

Place: 
Date: 
(SIGNATURE OF THE CANDIDATE)
Address:
PROFORMA FOR SEEKING VIGILANCE CLEARANCE  
(to be signed by CVO)

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Organization</th>
<th>Designation &amp; Place of Posting</th>
<th>Admin./Nodal Ministry /Department</th>
<th>From</th>
<th>To</th>
</tr>
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8. Whether the officer has been placed on the agreed list or list of officers of doubtful integrity, if yes, full details to be given.

9. Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.

10. Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.

11. Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished - including reference no., if any, of the commission]

12. Is any action contemplated against the officer as on date (if so, the details to be furnished)

13. Reason for obtaining vigilance clearance

14. Whether IPR for the latest year has been submitted Year and Status (Yes/No).

Signature  
Designation: Chief Vigilance Officer  
Seal of the Officer
PROFORMA OF APPLICATION FOR THE POST OF SENIOR ADVISER OR ADVISER (KIH)
[FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT)/PROMOTION]

POST APPLIED FOR: \textbf{Adviser}
Preferred Vertical/Area: ____________________________
[As per Annexure- 'A']

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*Important: Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate, may be indicated below:

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9. In case the present employment is held on deputation/contract basis, please state -

a) The date of Initial Appointment  
b) Period of appointment on deputation/contract  
c) Name of the present office/ organisation to which the applicant belongs.  
d) Name of the post and Pay of the post held in substantive capacity in the parent organisation

9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.

9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation
- ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/societies and;
  
- iii) Patents registered in own name or achieved for the organization
  
- iv) Any research/innovative measure involving official recognition
  
- v) Any other information.  
  (Note: Enclose a separate sheet if the space is insufficient.)

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<td>Whether belongs to SC/ST</td>
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I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having bearing on my selection has been suppressed/withheld.

Place: (SIGNATURE OF THE CANDIDATE)  
Date:  
Address:
PROFORMA FOR SEEKING VIGILANCE CLEARANCE

(to be signed by CVO)

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

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8. Whether the officer has been placed on the agreed list or list of officers of doubtful integrity. If yes, full details to be given.

9. Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.

10. Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.

11. Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished – including reference no., if any, of the commission]

12. Is any action contemplated against the officer as on date (if so, the details to be furnished)

13. Reason for obtaining vigilance clearance

14. Whether IPR for the latest year has been submitted Year and Status (Yes/No).

Signature
Designation: Chief Vigilance Officer
Seal of the Officer