

F.No. 15/2/97/MIG/CVO
Government of India
Ministry of Finance
Department of Financial Services

New Delhi, 23rd April, 2013

To

1. The Chairman, State Bank of India, Central Office, Mumbai.
2. The Managing Director of Associate Bank of State Bank of India.
3. The Chairman & Managing Directors of Nationalized Banks (Except Andhra Bank)
4. Executive Director, Reserve Bank of India, Department of Administration & Personnel Management, CO., Mumbai.

Subject: - Appointment of Chief Vigilance Officer in Andhra Bank.

Sir,

The post of Chief Vigilance Officer in Andhra Bank is falling vacant on 18-07-2013. You are requested to ascertain the officers of the rank of General Manager or Deputy General Manager, having three years experience in the grade of DGM, desirous of being considered for appointment as CVO, Andhra Bank and forward the names of such officers along with their complete Bio-data in the format enclosed (under signatures of CVO of the bank) and their attested Annual Confidential Reports for the last five years (complete) in all respects including vigilance clearance to this Department on or before 17th May, 2013. It may be ensured that names of only those candidates whose services can be spared and who have minimum of 3 years of service remaining as on 18-07-2013 and are clear from vigilance angle are forwarded. The following case will not be considered:

- (i) The officers against whom some or the other penalty had been imposed in the past.
- (ii) The officers having less than three years of service as on 18-07-2013.

2. The names of candidates once forwarded will not be permitted to be withdrawn in any circumstances. Therefore, while forwarding the names of candidate for CVO in the Andhra Bank, an undertaking may be obtained from the applicants to the effect that under no circumstances, they would withdraw their candidature once a decision is taken to nominate them as CVO in the Bank and a copy thereof may also be furnished to this Department.

Yours faithfully,

M. Singh

(Mritunjay Singh)

Under Secretary to the Govt. of India
Ph: 23748709

PROFORMA

1. Name of the officer :
(in full)
2. Father's Name :
3. Date of Birth :
4. Date of Retirement :
5. Date of entry into service :
6. Positions held since entry
:into service :

Designation & Place of Posting

From

To

7. Details of management programmes attended (within the Company and outside, including abroad)

<u>S.No.</u>	<u>Name of Course/Programme</u>	<u>Name of Institution which organized/conducted the course</u>	<u>Duration</u>
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8. Whether any disciplinary action has been taken or pending or is being contemplated
9. If any complaint is pending for enquiry/investigation and if so, the Nature of complaint and the present position of the investigation. Details of cases pending with CBI/Police may also be furnished.
10. Whether any allegation of misconduct were examined against him during the last 10 years and if so with what result.

11. Whether any punishment was awarded to him during the last 10 years.
12. Whether right from the date of entry into service and in the entire career of the officer of any vigilance case or departmental proceedings or criminal cases were instituted and if so complete information indicating inter-alia the details of charges in those cases, and final conclusion, penalty imposed, if any, and whether exonerated of the charges may be indicated. In case, where an officer is exonerated in any departmental proceedings or court cases the detail should also be furnished in case the executive has gone on deputation or otherwise for a position in another organization during any period or his career, the information should be furnished after consulting the concerned organization.