

F. No. 15/2/2019-Vig  
**Government of India**  
**Ministry of Finance**  
**Department of Financial Services**  
**(Vigilance Section)**

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3rd Floor Jeevan Deep Building  
Parliament Street, New Delhi 110001

Dated: 5<sup>th</sup> August, 2021

To

1. Chairman, SBI
2. MD & CEOs of Public Sector Banks (PSBs)

Subject: Appointment to the post of additional Chief Vigilance Officers (Addl. CVOs) in various Public Sector Banks

Sir/Madam,

Applications are invited for the post of 12 additional Chief Vigilance Officers (Addl. CVOs) on deputation basis in various Public Sector Banks as mentioned below:

S. No.	Name of Bank	Number of Additional CVOs to be posted
1.	Punjab National Bank	03
2.	Bank of Baroda	03
3.	Canara Bank	03
4.	Union Bank of India	02
5.	Indian Bank	01

2. The details are given in following paragraphs.

3. Tenure :

The deputation tenure of Addl. CVOs will be for 03 years or till age of superannuation or till further orders, whichever is earlier. The justification for continuation of the post of Addl. CVOs beyond 3 years' period will be reviewed by a committee consisting of two Joint Secretary level Officers from D/o Financial Services and the concerned CVO, in terms of letter no. 15/2/2019-Vig/RD dated 27.07.2020.

4. Pay Scale/Perquisites admissible to Addl. CVOs :

The officers selected as Additional CVOs in PSBs shall draw their existing pay of their parent organisation plus deputation allowance thereon equal to 10% of their basic pay. They will be entitled to perquisites admissible to next higher positions in the borrowing organisation.

5. Eligibility :

- a) Officers of the level of Deputy General Manager (DGM) of Public Sector Banks including that of State Bank of India (with 2 years' experience,

preferably in vigilance/credit matters at DGM level) with a minimum of 03 years' residual service, shall be eligible to apply for the above post.

- b) The candidate should possess requisite experience in handling large value advances and should also have sufficient exposure in other verticals.

6. Selection Process :

Selection of the candidates for appointment to the post shall be made by the Government in consultation with CVC, on the basis of their service record and interaction with the Selection Committee.

7. Exercise of choice :

The candidates should specify the choice of their Bank(s) while applying for the post of those listed in table at para 1 above and indicate the order of preference. However, Government reserves the right to take the final decision in the matter. The additional CVOs may be required to be deployed in places other than the headquarters of the Bank(s) because headquarters of erstwhile Banks (which were amalgamated into these Banks) were at other locations.

8. Forwarding of applications :

Respective organisations are requested to forward the applications/ names of the willing officers along with their complete bio-data in the format enclosed, and attested copies of their Annual Performance Assessment Reports (APARs) for the last five years (complete in all respects), to this Department on or before **20.08.2021**. While forwarding the names of the willing officers, it may be ensured that:

- a) the services of the willing candidates can be spared for at least 03 years for taking up this assignment; and
- b) the applicant must have a minimum of 03 years of service remaining as on the last date of submission of applications (i.e. **20.08.2021**).
- c) the officer should not have any vigilance cases pending against them;
- d) the names of the officers who are under period of debarment need not be sent.

9. The names of candidates once forwarded for these posts will not be permitted to be withdrawn in any circumstances. Therefore, while forwarding the names for consideration, 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 for the post of Addl. CVO. While forwarding the application for these posts, a copy of this undertaking should be enclosed along with other requisite documents.

10. In the event of selection of the officer for one of these posts, the concerned officer shall be given three weeks' time to join new post/assignment of Addl. CVO, from the date of receipt of the order. If no response is received after three weeks, or if the officer fails to report for the assignment at designated place by given date, the process of his/her debarment for deputation in any organisation for a period of 05 years shall be initiated by his/her parent organisation after issuing a notice to that effect to the officer concerned. The formats for application have been prescribed in Annexure [Form 1, 2, 3].

11. The willing officers may send advance copy of their application in this regard to this Department for information by email at [vigilance-dfs@nic.in](mailto:vigilance-dfs@nic.in). However, their candidature shall be considered only after receipt of the hard copies of the application through official channel.

12. Hindi version will follow.

Yours sincerely,

Encls: Prescribed Forms (03 Nos.)



(Shrikant Namdeo)

Director (Vigilance)

Tel: 011-23748708

e-mail: [vigilance-dfs@nic.in](mailto:vigilance-dfs@nic.in)

Copy to: Director/NIC, with request to upload a copy of this circular on DFS website

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**Appointment to the post of Additional Chief Vigilance Officers (Addl. CVOs) in  
Public Sector Banks**Application Form

<u>Photograph</u>
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1.	Name of the Applicant				
2.	Date of Birth				
3.	Age as on the last date of application				
4.	Date of Superannuation				
5.	Present Post held				
6.	Name of the Organisation where posted				
7.	Present Pay and Scale of Pay				
8.	Details of Educational & Professional qualification (In chronological order)	Pl add Annexure			
	Year From	Year To	Course Name	Board/ College/ University/ Institute	Subjects
9.	No. of Years of regular service				
10.	Work Experience of last ten years (Pl add Annexure)				
	S. No.	Post held on regular basis	From To	Nature of duties	Experience in Vigilance/ Disciplinary matters
11.	Postal Address	Permanent:  Present:  Personal Contact no and email ID			
12.	<b>Certificate from the applicant:</b> I certify that the details furnished by me in the application form are correct to the best of my knowledge and belief and that I am eligible for the deputation post.  Date: Place : <span style="float: right;">Signature of the applicant</span>				
13.	<b>Certificate from the Employer:</b> Certified that the particulars furnished by Shri/Smt/Ms..... have been verified and found to be correct and that no disciplinary proceedings are either pending or being contemplated against him/her. The integrity of the candidate is certified.  <div style="text-align: right;">Signature &amp; Designation of the competent forwarding authority and Office Seal</div>				
	Date :	Telephone no.:			
	Place:	Email ID :			

**Appointment to the post of Additional Chief Vigilance Officers (Addl. CVOs) in  
Public Sector Banks**

Order of Preference & Undertaking

1.	Name of the Candidate	
2.	Date of Birth	
3.	Order of Preference of the post of Additional CVO Options are – Punjab National Bank, Bank of Baroda, Canara Bank, Union Bank of India, Indian Bank	
	Preference 1	
	Preference 2	
	Preference 3	
	Preference 4	
	Preference 5	
4.	<p><b><u>Undertaking by the applicant</u></b></p> <p>I have applied for the post of Addl. CVO in Public Sector Banks in response to Government of India (Department of Financial Services) letter no. 15/02/2019-Vig dated .07.2021. I hereby submit my undertaking that I shall not withdraw my application for candidature after my nomination/selection for appointment to the said post.</p> <p>Date: _____ Signature: _____ Place : _____ Name :</p>	
5.	<p><b><u>Forwarding by the Parent organisation</u></b></p> <p>The application and undertaking submitted by Shri/Smt _____ Designation _____ who has applied for appointment to the post of Addl. CVO in Public Sector Banks is hereby forwarded to the Department of Financial Services for consideration of his candidature.</p> <p align="center">Signature of Forwarding Authority and Office Seal</p> <p>Date: _____ Telephone no.: _____ Place: _____ Email ID : _____</p>	

**Appointment to the post of Additional Chief Vigilance Officers (Addl. CVOs) in  
Public Sector Banks**

Details to be furnished by the Cadre Controlling Authority/Parent Office

i.	Name & designation of the officer		
ii.	Whether any disciplinary proceedings have been initiated against the officer during his career so far. If yes, whether it involved vigilance angle and whether any penalty imposed and also currency of penalty and details thereof.		
iii.	Whether any complaint including that of corruption against the officer which, in view of the State Government/ Cadre Controlling Authority may have a direct bearing/relevance on the vigilance status/ Integrity of the officer as on date, is pending against the officer. If so, details thereof.		
iv.	Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter.		
v.	Whether any criminal proceedings were registered against the officer during his career so far. If so, details/present status and the final outcome thereof.		
vi.	Whether the name of the officer appears in the Agreed List or List of Officers of doubtful Integrity. If yes, full details may be given		
vii.	a) whether the officer is clear from vigilance angle		
	b) Whether integrity is certified or not		
viii.	a) Whether the officer has ever been debarred from deputation?		
	b) If yes, period of debarment		
ix.	APAR/ACR of the Candidate :		
	a)	APAR/ACRs complete up to ..... available?	Yes/No
	b)	APAR/ACR for any year (in the last 05 years) not available	
	c)	Adverse entries (expunged /unexpunged) in ACR/APAR(s), if any?	Yes / No
		If yes, year-wise details thereof (pl. Annex)	
d)	ACR grading of the last 05 years	Year/ Period	Grading
x.	List of Enclosures		
Signature of the Competent Authority certifying this proforma Official Seal containing Name & Designation			