

DEENDAYAL PORT AUTHORITY

VIGILANCE DEPARTMENT

Sub:- Modification of formats for Vigilance Clearance-reg.


Ref:- Circular no 44 dtd 10.08.2022

For obtaining Vigilance Clearance for Officers and Staff for different purpose, Format A and Format B respectively are used at present which were circulated vide this office's circular no 44 dtd 10.08.2022.

In this connection, the Hon'ble CVC vide circular No 06/02/24 dtd 23.02.2024 has modified the Performa for Vigilance Clearance and given direction to adopt modified Performa henceforth. Accordingly, necessary modification as desired by Hon'ble CVC has been made in Format-A and Format-B, the copies of which are enclosed here with.

In compliance of direction of Hon'ble CVC, all the department/divisions are here by directed to use modified Format- A and Format-B hence forth for obtaining Vigilance Clearance for all the HoDs, officers and employees henceforth.

Encl: As above


12/03/24
Chief Vigilance Officer

Secretary
All HoDs

KPC/4002-Vig/ 90

DT. 13/03/24

Copy to : (i) PS to Chairman, DPA -for kind information of Chairman
(ii) PS to Dy. Chairman, DPA -for kind information of Dy. Chairman

Handwritten notes in blue ink:
iii) Copy to: D.D. EDR for existing on DPA website under field "DPA Vigilance Circular"
& Replace existing format by updated one in "Vigilance Clearance".

Handwritten initials and date:
2024
15-3-24

FORMAT-A
(Updated on March-2024)
(For HoD/Class I & II officer)

Application form for seeking Vigilance Clearance for Passport NOC/Permission for Private travel abroad/Visa (Appendix to be attached)/Grant of MACP/Promotion/Any other, as applicable.

Particulars of the Officer for whom Vigilance comments / clearance being sought
PART-A To be furnished by the HoD

Purpose for Vigilance Clearance:-

1. Name of Officer & Designation (in full) :
2. Employee No./Personal No. :
3. Father's name :
4. Date of Birth :
5. Date of Retirement :
6. Date of entry into service :
7. Service to which the officer Belongs including batch/year Cadre etc. wherever applicable :

8. Positions held including whether the officer Has functioned as a CVO in part time or Additional charge capacity (during the ten preceding years)*

Sr.No.	Designation & place of posting	From	To
1			
2			

(*In case of Visa/Passport/Travel Abroad, this information is not required)

9. Whether any allegation of misconduct involving vigilance angle was examined against the Officer during the last 10 years and if so, with what result :
10. Whether any punishment was awarded to the Officer during the last 10 years and if so, the date of imposition and details of the penalty. **(copy of entry of punishment in service book to be submitted)** :

- 11. Is any disciplinary proceedings or Criminal proceedings or Charge Sheet pending against the Officer as on date. (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, details to be furnished) :
- 13. Whether the officer/official has submitted his/her annual immovable property returns of the previous year as required under Rule 15(3) of the KPE (Conduct) Regulation, 1964 and amended in 2004. :

Name & Sign of HoD

PART-B

To be furnished by the CVO

- 14. Whether the Officer has been placed on the "Agreed List" or "List of Officers of Doubtful Integrity". (If yes, details to be given) :
- 15. Whether any allegation of misconduct involving vigilance angle was examined against the Officer during the last 10 years and if so, with what result(*) :
- 16. Is any action contemplated against the Officer as on date. (If so, details to be furnished) :
- 17. Whether any complaint with vigilance angle is pending against officer (if so, details to be furnished) :
- 18. Remarks by Vigilance Department for Vigilance Clearance being Accorded /Not Accorded under Sr. No. 19. :
- 19. Vigilance Clearance : ACCORDED / NOT ACCORDED

V.C Report No.

Date:

Signature of CVO

FORMAT-B

(Updated on March-2024)
(For Class III & IV employee)

Application form for seeking Vigilance Clearance for Passport NOC/Permission for Private travel abroad/Visa (Appendix to be attached)/Grant of MACP/Promotion/Any other, as applicable.

PART-A

To be furnished by the HoD

Purpose for Vigilance Clearance:-

1. Name of Employee & Designation (in full) :
2. Employee No./Personal No. :
3. Date of entry in to service :
4. Father's name :
5. Date of Birth :
6. Date of Retirement :
7. Whether any Disciplinary proceeding contemplated/initiated/pending against the individual (indicate details/status, also indicate previous record if any) :
8. Whether any punishment awarded to the Employee if so, indicate the date of imposition and details of the penalty. **(in case penalty is implemented/ completed copy of entry of punishment in service book to be submitted)** :
9. Whether any local police/ACB/CBI case filed by DPA or private person indicate the date & FIR no (if so details & latest status of the charge sheet if filed) :
10. In case the police/criminal complaint filed by local police/ACB/CBI, (if so details of the charge sheet filed to be furnished) :
11. Whether any complaint with vigilance angle is pending against Employee (if so, details to be furnished) :

PART-B

Name & Sign of HoD

To be filled by Vigilance Department

12. Remarks by Vigilance Department :
for Vigilance Clearance being Accorded /Not Accorded under Sr. No. 13
 13. Vigilance Clearance : ACCORDED/NOT ACCORDED
V.C Report No.
- Date:

Signature of CVO