

F.No.31018/58/2018-Vig.
Government of India
Archaeological Survey of India

24, Tilak Marg, New Delhi – 110001
Dated - May, 2018

17 MAY 2018


Circular

Please find enclosed the Performa for seeking vigilance clearance in respect of officers / officials for grant of MACP / Promotions / NOC etc.

Henceforth, all Circle / Branch offices are requested to send requisition for vigilance clearance only in the prescribed Performa attached herewith.

This issues with the approval of Director(Adm.)/CVO.

Encl: As above


(Ummed Singh)
Administrative Officer(Vig.) 17/5/18

Copy to:-

1. All Officers / Sections at Hqrs. Offices, New Delhi.
2. All Regional Directors / Director (Science) / Director (Horticulture) / Director (Epigraphy) / Director (Institute).
3. All Heads of Circles / Branches of ASI.
4. Website / Email.

PROFORMA FOR SEEKING VIGILANCE CLEARANCE

Dy No. / File No.-----

Name of the Office/Section/Division:-----

1.	Name of officer	
2.	Designation	
3.	Present address of posting	
4.	Whether on deputation. If so, date start of deputation.	
5.	Service to which the officer belongs	
6.	Date of Joining (if officer has yet to complete a year in organisation)	
7.	Group in which the post of the officer belongs (Gr.A/Gr.B/Gr.C)	
8.	Level/Pay scale of the officer	
9.	Purpose for seeking vigilance clearance giving details.	
10.	Whether the officer has been placed under suspension? If Yes, provide the details / status including date of start of suspension.	
11.	Whether any administrative disciplinary proceeding is being contemplated/pending against the officer? If Yes, indicate details / status.	
12.	Whether any penalty (ies) imposed on the officer during last five years? If yes, provide the details.	

Sign.

Date:

Name of the officer:

Designation:

Name of address of Ministry/Organisation (as applicable):

Tel. no.