

Part -I (To be filled by Employee)

(To be used for the purpose of forwarding of application for deputation to other department / forwarding of application for Board level posts / resignation and other purposes)

Sub: Vigilance clearance for _____.

Note:	1. Information in respect of all columns is compulsory for processing of application.
	2. * Strikeout whichever is not applicable.

1.	Employee code No.		2.	Name of the employee	
3.	Father's / Husband's name				
4.	Date of Birth		5.	Designation	
6.	Date of Joining IRCON				
7.	Scale of Pay		8.	Date since working in present scale	
9.	Present official Communication Address, Telephone & fax no.				
10.	Status		* Regular / Adhoc / Contract / Deputation / Others		
11.	If on deputation, Fill→				
	A.	Name of Parent Organization			
	B.	Date of Joining Service			
	C.	Address of the parent organization			
	D.	Post in parent organization			

Date: _____ Signature of employee: _____

Remarks of Controlling Officer

It is certified that as on date there is no D&AR case pending or contemplated against the above mentioned employee.

Date: _____ Signature of Controlling Officer:
Name & Designation: _____

Part-II - For use by HRM Deptt., Corporate Office

As per available office records of D&A in HR, as on date, no D&A case is pending or contemplated against the above employee.

AM/HRM

JGM/HRM

Part III - For use of IRCON Vigilance department

As per available office records of Vigilance department, as on date, no Vigilance case is pending or contemplated against the above employee.

Special comments, if any

Signature of dealing Vigilance official
Name & Designation

DGM/Vigilance

CVO