

MOST IMMEDIATE

No.A-22015/1/2019-Estt.VII/654
Government of India
Central Water Commission

Sewa Bhawan, R.K. Puram,
New Delhi – 110066.

Dated: 15 November, 2019.

CIRCULAR

Sub: Preparation of panel for posting of UDC belonging to the Ministerial Cadre of Subordinate offices of CWC in Bhutan Investigation Division, Phuentsholing, CWC, Bhutan.

It is proposed to prepare a panel of 02 Upper Division Clerks belonging to the Ministerial Cadre of Subordinate offices of CWC for posting for two years tenure on selection basis in Bhutan Investigation Division of CWC in Phuentsholing, Bhutan.

2. Upper Division Clerks belonging to the Ministerial Cadre of Subordinate offices of CWC who are below the age of **54 years as on 15.12.2019** and willing may send their applications through proper channel in the enclosed format to Estt.VII Section, Central Water Commission, Sewa Bhawan, R.K. Puram, New Delhi by **15.12.2019**.
3. The candidate applying for a post in BID Bhutan offices of CWC shall invariably mention in his/her application about the period he/she has served in foreign assignment.
4. The persons already on deputation in Bhutan/Nepal office of CWC or in any office out of CWC are not eligible for applying against this circular.
5. The officials who have served in the field offices of CWC in the States other than their declared hometown state shall invariably mention in his/her application about the period he/she has served in other states.
6. Working knowledge on computers is desirable. This should be indicated in the application.
7. The officials suffering from any physical disability or major illness like heart problem, asthma etc shall not be eligible for posting in BID Bhutan. Therefore, the applicants must mention in their application/bio – data that they are not suffering from these illness.

Contd....P/2...

8. Vigilance clearance etc. may be sent in the enclosed proforma.
9. The application shall be sent to CWC ((HQ) by the respective field offices (where the applicants are serving) after verifying the contents of the applications from the records of the applicants.
10. The applications of interested persons, who can be spared in the event of their selection, may be forwarded to the undersigned along with Vigilance Clearance on or before the closing date i.e. **15.12.2019**.

The application received after the due date i.e. 15.12.2019 will not be entertained.

Hindi version will follow.

Encl: As stated above.


(RAJESH SHARMA)
Section Officer
☎ : 26175839.

To,

1. All the field Chief Engineers, CWC.
2. All the field Superintending Engineers, CWC
3. All the field Executive Engineers, CWC.
4. All the Directors of field units of CWC.
5. Deputy Director, SMD, CWC, Sewa Bhawan for uploading a copy of this circular immediately on CWC website.
6. Hindi Section, CWC to provide Hindi Version.

(12)

**ANNEXURE
PROFORMA
(To be filled by the applicant)**

1. Full Name of Applicant :
2. Date of Birth :
3. Date of Superannuation :
4. Educational Qualification/Professional Qualification :
5. Date of Joining in Service :
6. Date of Appointment to the present grade :
7. Whether earlier served in Bhutan or Nepal, if yes
Give details :
8. Declaration of Home Town :
9. Do you have experience in computer software,
if yes give details :
10. Whether you are suffering from Heart Diseases,
Diabetics, Asthama or any other serious illness,
If yes, give details :
11. Post Wise details :

Sl.No.	Designation	From	To	Place of posting	Nature of works performed

Declaration:-

I declare that the particulars given above are true to the best of knowledge & belief and there is nothing to be secreted and I will not withdraw my candidature in the event of my selection.

Signature:
Name of Office:
Telephone:

Signature with seal of Officer verified the application performa.

प्रपत्र
(आवेदक द्वारा भरा जाना है)

1. आवेदक का पूरा नाम :
2. जन्म तिथि :
3. अधिवासीता की तिथि :
4. शैक्षणिक योग्यता तथा व्यवसायिक योग्यता :
5. सरकारी सेवा आरम्भ करने की तिथि :
6. वर्तमान पद पर नियुक्ति की तिथि :
7. क्या भूटान या नेपाल में पहले भी सेवा कर चुके हैं, यदि हां तो विवरण दें :
8. घोषित गृह नगर का विवरण :
9. क्या आपको कम्प्यूटर का कार्यसाधक ज्ञान है, यदि हां तो विवरण दें :
10. क्या आप हृदय रोग, मधुमेह, दमा इत्यादी किसी बड़ी बिमारी से पीड़ित हैं, यदि हां तो विवरण दें :
11. पदानुसार तैनाती विवरण :

क्र.सं.	पदनाम	कब से	कब तक	तैनाती का स्थान	निर्धारित किया गया कार्य

घोषणा:

मैं घोषणा करता हूँ / करती हूँ कि ऊपर दिए गए सभी तथ्य मेरी सर्वोत्तम जानकारी व विश्वास में सही है तथा चयन होने की स्थिति में, मैं अपना नाम वापिस नहीं लूंगा/लूंगी।

हस्ताक्षर :
कार्यालय का नाम :
दूरभाष :

सत्यापित करने वाले अधिकारी का हस्ताक्षर मुहर सहित

PROFORMA FOR SEEKING VIGILANCE CLEARANCE

1.	Name of the Officer																			
2.	Designation																			
3.	Present place of posting																			
4.	Whether on deputation or from with the organization																			
5.	Service to which belong																			
6.	Whether the service/post belongs to Central Civil Service/Central Civil Post/All India Service																			
7.	Date of Joining in CWC																			
8.	Date of Superannuation																			
9.	Level/Group of post and pay scale																			
10.	Appointing/Disciplinary Authority																			
11.	Vigilance Clearance is required with respect to	<div style="border: 1px solid black; padding: 5px;"> <p>(Please tick the relevant column)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">1) Empanelment (Promotion, MACP, etc)</td> <td style="width: 20%;"></td> </tr> <tr> <td>2) Deputation (Internal or Foreign)</td> <td></td> </tr> <tr> <td>3) Appointment</td> <td></td> </tr> <tr> <td>4) Assignment to training programme</td> <td></td> </tr> <tr> <td>5) Mandatory training</td> <td></td> </tr> <tr> <td>6) Obtaining Passport only</td> <td></td> </tr> <tr> <td>7) Forwarding of application for outside job</td> <td></td> </tr> <tr> <td>8) Voluntary retirement</td> <td></td> </tr> <tr> <td>9) For other purpose not covered by above</td> <td></td> </tr> </table> </div>	1) Empanelment (Promotion, MACP, etc)		2) Deputation (Internal or Foreign)		3) Appointment		4) Assignment to training programme		5) Mandatory training		6) Obtaining Passport only		7) Forwarding of application for outside job		8) Voluntary retirement		9) For other purpose not covered by above	
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9) For other purpose not covered by above																				
12.	Details of the purpose for which VC has been sought																			
13.	Whether Vigilance status of the officer from the concerned organization and/or Cadre Controlling Authority have been obtained	Yes/No (enclosed copy)																		
14.	Whether the officer has been placed under suspension	(Give details with date of suspension)																		
15.	Whether any penalty imposed upon the officer in the past Specific details after ascertaining from the service records																			
16.	Whether any administrative/ disciplinary action/ case is pending/ contemplated against the officer. If so, details thereof																			
17.	Whether the officer/official has submitted his annual Immovable Property Return (IPR) of previous year as required under Rule 18 of the CCS (Conduct) Rules, 1964 within the prescribed time limit																			
18.	Personal foreign visit undertaken in the last three years																			