

No. C-31011/18/2020-CMV  
Government of India  
D/o WR, RD & GR  
Central Water Commission  
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3<sup>rd</sup> Floor (S), Sewa Bhawan,  
R. K. Puram, New Delhi -110066

Dated : 30th September, 2020

**OFFICE MEMORANDUM**

**Sub:- Instructions for seeking vigilance clearance and other certificates in respect of Group 'B' and 'C' officers/officials posted in CWC's Field Offices - regarding.**

The process of furnishing vigilance clearance and other certificates in respect of Group 'B' and 'C' officers/officials posted in field offices of this Commission has been reviewed and it has been found that various certification required from field offices are being furnished in different formats.

2. Hence, to maintain uniformity in such certification, a standard format for various certificates to be issued by field offices has been finalized and enclosed herewith. Concerned establishment may obtain requisite certification from the field offices in the above format and submit to CM&V Section along with 18 column proforma for vigilance clearance and other certificates in r/o Group 'B' and 'C' officers/ officials in CWC's field offices.

Signature Not Verified

Digitally signed by  
SACHIN DEV VERMA  
Date: 2020.10.01  
14:42:11 IST

Encl.: As above

(Sachin Dev Verma)  
Under Secretary (CM&V)

To

1. Under Secretary (Estt. V, Estt.VI, Estt.VII, Estt.VIII, Estt. IX, Estt. X, Estt. XI & Estt. XIII), CWC, New Delhi.
2. Superintending Engineer (Coordination), Field Organisations of CWC/ Director (A&C), NWA with a request to instruct all offices under their jurisdiction to furnish certificates in attached format whenever asked by concerned Establishment Section of CWC (Hqrs.).

Copy to:

1. PS to Secretary & Vigilance Officer, CWC.

**FORMAT FOR VARIOUS CERTIFICATES TO BE ISSUED BY FIELD OFFICES  
FOR SEEKING VIGILANCE CLEARANCE AND OTHER CERTIFICATES IN R/O  
GROUP 'B' AND 'C' OFFICERS/ OFFICIALS IN CWC'S FIELD OFFICES**

Name of office and address

As per service records available, it is certified that Shri/ Smt./ Ms.  
.....(name)....., .....(designation)....., posted in .....(name of  
office)..... from .....(date of joining in that office).....

1. As on date, no administrative action/ disciplinary proceedings are pending or contemplated against him/ her and he/ she is clear from vigilance angle. He/ She has submitted his/ her Annual Immovable Property Return (IPR) of the previous year on .....(date of filling of IPR).....
2. No recognized penalty under the CCS (CCA) Rules, 1965 has been imposed on him/ her.
3. There is no doubt about his/ her integrity.
4. He/ She is not under suspension.
5. Neither any prosecution for a criminal charge is pending nor sanction for prosecution has been issued or a decision has been taken to accord action for prosecution against him/ her.
6. He/ she had undertaken no personnel foreign visits during last three years.

Or

He/ She had undertaken *(number of visits with details)* personnel foreign visits during last three years.

Date:

Signature of controlling/certifying officer:  
(Name of controlling/certifying officer)  
Designation  
Phone

*Note: If any of the above certification needs any change, the same may be modified accordingly on case to case basis giving details.*