



THE ADMINISTRATION OF UNION TERRITORY OF LADAKH
Office of the Chief Vigilance Officer
UT Secretariat (Vigilance Section)

Subject: Seeking of Vigilance Clearance-reg.

Circular No: 01 Home (Vig) of 2021
Dated: 05-03-2021

It is being observed that inadequate details of postings, tenure, designation, name, parentage and residence in respect of officers/officials are sent by concerned Administrative Departments to Home Department seeking vigilance clearance from ACB/vigilance cell.

It has been further observed that employees are directly forwarding their posting details to Home Department bypassing their Administrative Department (s).


It is, therefore, impressed upon all the Administrative Secretaries /HODs/Heads of PSU's to provide complete posting details of employees in original duly countersigned by their controlling officer as per below Proforma.

S.No	Full Name, Parentage & Residence (both permanent and present)	Date of Birth (D.O.B)	Date of appointment (D.O.A)	Posting held with Designation from first Appointment to till date		Period of deputation/ attachment etc.	
				From	To	From	To

Further, the above details should be authenticated by the concerned HOD/DDO/Controlling Officer in original and instead of furnishing the bio data details in piece meal, complete details on consolidated basis should be furnished to enable the Home Department (Vig) to process vigilance clearances in one go without having to seek missing details from the indenting departments time and again.

The posting details shall be forwarded through concerned Administrative Department to Home Department (Vigilance Section).

This issues with the approval of Competent Authority.


Additional Secretary
(Vigilance)
ladakh-vigil@ladakh.gov.in
dated: 05-03-2021

No:-Home/Vig(8)/2020-42-48

Copy to:

1. All Administrative Secretaries.
2. Additional Director General of Police.
3. All Deputy Commissioners/HODs /Heads of PSUs.
4. OSD with Lieutenant Governor for kind information of the Hon'ble Lieutenant Governor.
5. Private Secretary to Advisor for kind information of the Advisor.
- ✓ 6. Incharge NIC for uploading the Circular on GAD website.
7. Circular file.