

Process for Re-Engineering Committee (PRC) Recommendation

Recommendation No:- 20

Sub :- Vigilance Clearance of Employees

Existing	Proposal for Online
<p>Field offices intimate the date of retirement of officer/officials and demand for N.D.C/Vigilance Clearance Certificate from CE/HQ , who in turn asks various branches (E.E.-1, E.E.-2, N.G.E.-1, N.G.E.-2 and Admin Branch) and Chief Engineer/ Vigilance and Quality Assurance for issuing NDC. All certificates are clubbed by Superintendent/ Pension for sending to government (C.V.O) for issuing vigilance clearance certificate.</p>	<ol style="list-style-type: none">1. Necessary action to give the vigilance clearance will be started at least 9 months before the date of retirement of any officer. Alert is to be given on portal to applicant and DDO before 9 months of retirement. Applicant has to apply directly to CE/HQ online.2. Chief Engineer Headquarter will directly send this case through portal to the Vigilance Clearance Manager who will be designated to deal with only the vigilance cases. (Vigilance Clearance Manager can also be given some other charge in case the work is not adequate).3. Vigilance Clearance Manager will send the case to all the branches namely EE1, EE2, NG1, NG2, Admin and also to XEN headquarter vigilance through the portal parallely.4. Chief Engineer Vigilance has already prepared a list of the cases where some cases are pending against the officers. The XEN vigilance will verify from the existing list and send the clearance to the Vigilance Clearance Manager in the pension branch within 24 hours.5. Other branches EE1, EE2, NG1, NG2 and Admin will also send report to Vigilance Clearance Manager within 24 hours. The Vigilance Clearance Manager will examine the file and send the case directly to the Chief

	<p>Engineer Headquarter online.</p> <ol style="list-style-type: none">6. Chief Engineer Headquarter will directly send the case to the Vigilance officer in the Secretariat online.7. Vigilance officer in the Secretariat will verify from the website of the Department of Vigilance Bureau and clear the file within 24 hours and send the case back to the Chief Engineer Headquarter online.8. Chief Engineer Headquarter shall send it to Superintendent (pension) online, who will issue the certificate same day.
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