



**Bharat Sanchar Nigam Ltd.**

(A Govt. of India Enterprise)

7<sup>th</sup> Floor – 'A' Wing,  
Corporate Office,  
Statesman Building, B-148  
Barakhamba Road, New Delhi –110001  
Tel No 23734340, Fax 23734300  
E-Mail: - cvo@bsnl.co.in

Vigilance Cell

**Memo No.263-07/05-Vig.I/57**

**Dated 27-02-2007**

To

All Chief General Managers,  
Sr. DDGs/DDG (Pers.)(FP)(BW)(Elect.)  
BSNL Corporate office, Circles/ Metro District/ Units.

**Sub:- Modified Procedure for issue of Vigilance Clearances.**

Looking into the practical difficulties being faced in various Circles/Units, it has been decided to revise the Vigilance Circular No. CVO/BSNL/01/06, dated 12.09.2006 (read with letter No. 263-07/05-Vig.I/57, dated 8.12.2006). The **vigilance clearance can be issued by the Circle Vigilance Heads** in the following cases :

1. **Issuing of vigilance clearance for all purposes up to the level of J.T.O. and equivalent cadre;**
2. **For the purpose of local officiating promotion/time bound upgradation from SDE and equivalent cadre to STS/Sr. SDE.**  
**Vigilance clearance for the rest of the executives for all purposes will be issued by the Corporate Office (CO) Vigilance Cell.**

It has further been decided that in order to arrest the delay in issuing vigilance clearance, the request for vigilance clearance will be sent on e-mail only. To facilitate this exercise, the following steps/action should be taken :

- a) each Circle Vigilance Head will communicate its e-mail address generated out of BSNL domain for the purpose of vigilance clearance;
- b) the secrecy of the user I.D. and password will be the sole responsibility of the e-mail user;

c) for the purpose of security, e-mail must be from BSNL Company domain and password may be changed frequently;

d) the vigilance clearance will be issued through e-mail only in the form of a reply to the sender. The sender, after approval from the Vigilance Wing of CO, can take the print out of vigilance clearance, put his own signature along with rubber stamp on each page.

e) the subject of vigilance clearance request should be in the following format:

Sub : VC request for \_\_\_\_\_ (No. of persons) of \_\_\_\_\_ (Circle short name) \_\_\_\_\_  
Dy. No. \_\_\_\_\_.

Purpose of VC \_\_\_\_\_

No.	Name	Design.	Staff No.	Scale of pay	Date of birth	Whether absorbed Y/ N	Status (regular /adhoc/ offg.)	Report of Circle Admn. On any pending complaints and currency of punishment	Report of Circle Vigilance head	
									No adverse vigilance record	VC may be withheld due to
1.										
2.										
..										
N										

The above modified circular in respect of vigilance clearance **will come into effect from 1<sup>st</sup> March, 2007.**

**Note : -**

- i) Henceforth there is no need to send Annexure I and Annexure II.
- ii) The Circle Vigilance Head will send immediately e-mail with his telephone number, mobile number and address for communication and record of Vigilance Wing of the CO.

  
[ Sat Paul ]

Chief Vigilance Officer