

कर्मचारी भविष्य निधि संगठन  
**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
धर्म एवं रोजगार मंत्रालय, भारत सरकार  
**MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA**

मुख्य कार्यालय/Head Office

भविष्य निधि भवन, 14, भिकराजी कामा प्लेस, नई दिल्ली-110066  
Bhavishya Nidhi Bhawan, 14, Bhikaraji Cama Place, New Delhi-110066  
Website: [www.epfindia.gov.in](http://www.epfindia.gov.in), [www.epfindia.nic.in](http://www.epfindia.nic.in)



No. HRM-II/VII/A-11(3)2018/DD/AD/

5100

Dated: 04 MAR 2024

**OFFICE MEMORANDUM**

**Subject: Filling up the posts of Deputy Director (Vigilance) & Assistant Director (Vigilance) on deputation basis in EPFO.**

Applications are invited from the eligible candidates to fill up the following posts in various offices of the Employees' Provident Fund Organisation on deputation basis:

**Posts available in Vigilance Directorate**

S.N.	Name of the Post	Scale of Pay	No. of posts	Place of Posting
1.	Deputy Director (Vigilance)	Level-11 of the Pay Matrix (Pay Band-3 Rs. 15600-39100 with Grade Pay Rs. 6600 -	10	<b>Zonal Vigilance Directorate:</b> Chennai, Bengaluru, Hyderabad, Kolkata, Mumbai, Ahmedabad, Delhi, Chandigarh and; <b>Vigilance Hqrs (New Delhi)</b>
2.	Assistant Director (Vigilance)	Level-10 of the Pay Matrix (Pay Band-3 Rs. 15600-39100 with Grade Pay Rs.5400/-	12	<b>Zonal Vigilance Directorate:</b> Chennai, Bengaluru, Ahmedabad, Chandigarh and; <b>Vigilance Hqrs (New Delhi)</b>

**(A) Eligibility conditions for the post of Deputy Director (Vigilance)**

Officers of Employees' Provident Fund Organisation/ Central Government /State Government/ Union Territory Administration failing which from Semi-Government statutory or Autonomous Organisations.

- Holding analogous post on regular basis (Substantive Post); or
- With five (05) years' regular service in the Pay Band-3 (Rs. 15600-39100) with Grade Pay Rs. 5400/- (Rs 8000-275-13500) (Pre-revised) or equivalent or;
- With eight (08) years' regular service in the Pay Band-2 (Rs. 9300-34800) with Grade Pay Rs. 4800/- (6500-200-10500) (Pre-revised) or equivalent and;
- Possessing experience of dealing with disciplinary matters.

**(B) Eligibility conditions for the post of Assistant Director (Vigilance)**

- holding analogous post on regular basis (Substantive Post); or

- (ii) With three (03) years' regular service in the Pay Band-2 (Rs. 9300-34800) with Grade Pay Rs. 4600/- (Rs 6500-200-10500) (Pre-revised); or equivalent; or
- (iii) With Seven (07) years regular service in the Pay Band-2 (Rs. 9300-34800) with Grade Pay Rs. 4200/- (Rs 5500-175-9000) (Pre-revised) or equivalent and
- (iv) Possessing three years' experience in dealing with disciplinary/Vigilance cases in a responsible capacity.

### **General Conditions and terms of deputation in the Employees' Provident Fund Organisation**

1. The deputation will be governed as per the instructions issued by the Department of Personnel & Training from time to time and also as per the provisions of the Recruitment Rules of the respective cadre and the tenure of deputation will be initially for a period of three (03) years. The matter of pay and allowances will be governed strictly by the orders of the Central Government for such comparable posts. Preference will be given to the officers whose Pay and allowances are governed by the Central government rules including GPF Rules. The candidates should be holding the analogous post on substantive basis. The appointment in Employees Provident Fund Organisation will be further subject to acceptance of the terms and conditions of appointment issued by the Employees' Provident Fund Organisation, if found necessary. The period of deputation/contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit of the applicant should not be exceeding 56 years as on the closing date of receipt of applications.
2. In case the selected official seeks repatriation before completion of two years on deputation, no Transfer TA/DA will be paid on repatriation. Further, if any official seeks repatriation within one year or less, Transfer TA/DA already paid, if any is also liable to be recovered.
3. Willing and eligible officers may forward their applications neatly typed in the proforma given in **Annexure-I** and the advance copy of the application should reach the designated officer in HRM Division within 30 days from the date of advertisement. A note shall also be added stating clearly how the candidate finds himself/herself suitable for the post. Preference shall be given to the candidates possessing experience in conducting inspection, investigation, preparation of investigation reports, drafting of Charge Memorandum and knowledge of procedure for initiating Departmental Inquiries.
4. The cadre controlling authority shall forward the application complete in all respect with requisite documents namely APARs, Vigilance Clearance, Integrity Certificate, list of penalty imposed, if any, during the last 10 years within 45 days from the date of publication of the advertisement.
5. The duties and responsibilities of Deputy Director (Vigilance) and Assistant Director (Vigilance) requires tours away from the Headquarters for the purpose of conducting inspection of various Regional Offices under its Zonal jurisdiction.
6. The application through proper channel should reach the EPFO, Head Office within 45 days from the date of publication of the advertisement by name to **Shri Deepak Arya, Regional Provident Fund Commissioner-II(HRM), Bhavishya Nidhi Bhawan, 14 Bhikaiji Cama Place, New Delhi-110066.**
7. Applications which are not received through proper channel and received after stipulated period will not be considered and rejected. The application should be accompanied with copies of APARs duly attested for the preceding five years and latest Vigilance Clearance, Integrity Certificate and list of major/minor penalty, imposed, if any during the last 10 years and Certificate to be issued by the cadre controlling authority in format given in **Annexure-II**. It is to be noted that mere possession of the qualification does not entitle a candidate for appointment for the aforesaid posts. The Employees' Provident Fund Organisation reserves the right to reject any application without specifying any reason.

  
(Deepak Arya)

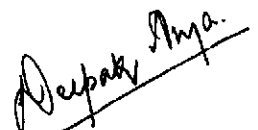
**Regional P.F. Commissioner-II(HRM-II)**

To:

1. All Chief Secretaries of all State Government/Union Territories.
2. The Secretary, Ministry of Information & Broadcasting, Govt. of India, Shashtri Bhawan, New Delhi.
3. The Secretary, Department of Personnel & Training, Govt. of India, New Delhi.
4. The Secretary, Ministry of Communication, Patel Chowk, Sanchar Bhawan, New Delhi-110001.
5. The Secretary, Ministry of Road Transport & Highways, Transport Bhawan, Parliament Street, New Delhi.
6. The Secretary, Ministry of Housing & Urban Affairs, Nirman Bhawan, Maulana Azad Road, New Delhi.
7. The Secretary, Central Board of Exercise & Customs, Department of Revenue, Ministry of Finance, Room No.131, North Block, New Delhi.
8. The Secretary, Central Board of Direct Taxes, Department of Revenue, Ministry of Finance, Room No.154-A, North Block, New Delhi.
9. Directorate General, CPWD, A-Wing, Nirman Bhawan, Maulana Azad Road, New Delhi.
10. Directorate General (Planning), CPWD, A-Wing, Nirman Bhawan, Maulana Azad Road, New Delhi.
11. The Director General, National Informatics Centre, CGO Complex, A-Block, Lodhi Road, New Delhi.
12. The Chairman, Telecom Commission-Cum Secretary, Sanchar Bhawan, New Delhi.
13. The Director General, Defence Research & Development, South Block, New Delhi.
14. The Secretary, Department of Electronics, Electronic Niketan, 6 CGO Complex, New Delhi.
15. The Director, Ministry of Statistics & PI, Sardar Patel Bhawan, Parliament Street, New Delhi.
16. Director General, Central Statistical Organisation, Sardar Patel Bhawan, Sansad Marg, New Delhi.
17. The Registrar General, Census, Man Singh Road, New Delhi.
18. The Chairman, Railway Board, Rail Bhawan, New Delhi.
19. The Secretary, Department of Science & Technology, Technology Bhawan, New Delhi Mehrauli Road, New Delhi.
20. The Director General, Defence Scientific Information & Documentation Centre, Metcalf House, Timarpur, New Delhi.
21. The Secretary, Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi.
22. Director General, ESIC, Ministry of Labour & Employment, Panchdweep Bhawan, Comrade Inderjeet Gupta Road, New Delhi-110002.

Copy to: (Through EPFO Website)

1. All Addl. CPFCs in the Zones/Director (PDNASS).
2. All Regional P.F. Commissioners/Zonal Training Institutes.
3. All Addl. CPFCs(HQ)/Addl. CPFC(HQ)(IS)/Addl. CPFC(IS), Head Office
4. RPFC (ASD) in Head Quarters for necessary action.
5. Chief Vigilance Officer, Head Office for information.
6. RPFC (NDC), Dwarka, New Delhi for uploading the O.M. in the Official website.



**(Deepak Arya)**  
**Regional P.F Commissioner-II (HRM-II)**

**PROFORMA FOR APPLICATION**

<b>Sl. No.</b>	<b>Details required:</b>	<b>Details</b>
01.	Name of the applicant	
02.	Present designation	
03.	Pay Level	
04.	Post Applied for: Separate Application required if applied for more than one post:	
05.	Name and Complete Postal Address of the Office in which working along with the Telephone No. and Email I.D.	
06.	Status of the Department: i.e. Whether it is Central Government /State Government and Name of the Ministry/Department:	
07.	Date of Birth (in Christian Era)	
08.	Educational Qualifications:	
09.	Mobile and e-mail ID of the applicant	

10. Details of employment in chronological order (Enclose a Separate Sheet, if required)

<b>Sl. No.</b>	<b>Office/Institute/ Department/ Organisation</b>	<b>Posts Held (Regular)</b>	<b>From</b>	<b>To</b>	<b>Pay and Pay</b>	<b>Band Grade</b>	<b>Period Experience* and nature of duties</b>	<b>of and</b>

11.	Nature of present Regular employment:	
12.	Nature & extent of other assignments (i.e. Short term, Deputation etc.):	
13.	Total emoluments now drawn per month:	
14.	Additional information, if any, in support of suitability: for the post. Enclose a separate sheet, if the space is insufficient.	
15.	Whether belong to SC/ST/OBC:	
16.	Particulars of documents enclosed: (indicate in a separate list)	
17.	Also state whether application submitted through proper channel	
18.	Also state whether certificate of Cadre Controlling Authority enclosed.	

**Place:**

**Date:**

**Signature of the Candidate**

**Certificate (To be given by the Cadre Controlling Authority)**

1. Certified that the particulars of the officer as furnished above have been verified and found to be correct.
2. The officer is holding the post / analogous post on regular basis.
3. Certified that no disciplinary proceedings are pending/contemplated against the officer. The Integrity of the Officer is also certified.
4. A list of major/minor penalties imposed, if any are enclosed. Copies of APARs for the years \_\_\_\_\_ are enclosed.

Encl:-

Signature of the Cadre Controlling Authority/  
Head of the Department with Seal

Office Telephone No.  
E-Mail Id:

\_\_\_\_\_

**YOYO Sarkari**  
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Ads

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