

F.No.31014/04/2019-D(Vig-MES & BRO) | 197  
Government of India  
Ministry of Defence  
D(Vigilance)

\* \* \*

136, Kashmir House, Rajaji Marg  
New Delhi-110011

Dated 11<sup>th</sup> February, 2020

**CIRCULAR**

**Subject: Empanelment of retired officers as the Inquiry Officers for conducting Departmental Inquiries under CCS(CCA) Rules, 1965 –calling for applications regarding**

A panel of three (3) retired officers belonging to Military Engineer Services, Border Roads Organization (BRO) of the Ministry of Defence and also from the Engineering Organizations of other Civil Departments, will be drawn for appointment of Inquiry Officers for conducting Departmental Inquiries against the Officers of Military Engineer Services(MES) and Border Roads Organization(BRO), under CCS (CCA) Rules, 1965. The Panel would be valid for a period of three (3) years. Eligibility and other terms and conditions for appointment as Inquiry Officer will be as under:

**I. ELIGIBILITY CONDITIONS**

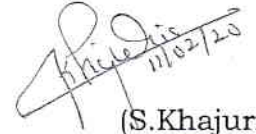
- (a) Officers who have retired from Government service not below the rank of Deputy Secretary in Central Government/State Governments/PSUs and
- (b) Have never been penalized in a Disciplinary Proceedings or in a Prosecution Criminal Case

**II. OTHER TERMS AND CONDITIONS**

- (a) The designated Inquiry Officer shall require to give an undertaking on the lines as under: -
  - (i) that he/she is not a witness or a complainant in the matter to be inquired into or a close relative or a known friend of the delinquent Government officer. A certificate to this effect will be obtained from the Inquiry Officer with respect to every inquiry and placed on record.
  - (ii) shall maintain strict secrecy in relation to the documents he/she receives or information/data collected by him/her in connection with the inquiry and utilize the same only for the purpose of inquiry in the case entrusted to him/her.
- (b) Other terms and conditions regarding duties/responsibilities and rate of honorarium etc., will be regulated as per instructions contained in para 9 to 14 of DoP&T's O.M. No.142/40/2015-AVD.I dated 15.09.2017 (copy enclosed).

2. The willing and interested retired officers may submit their applications in the prescribed proforma (**ANNEXURE**) to the following address so as to reach by **15<sup>th</sup> March, 2020:**

**Shri S.Khajuria,**  
Deputy Secretary (Vigilance -MES & BRO)  
Room No.138, Kashmir House  
Rajaji Marg  
New Delhi-110011  
Email: [susheelkhajuria-cwc@nic.in](mailto:susheelkhajuria-cwc@nic.in)

  
11/02/20

(S.Khajuria)  
Deputy Secretary to the Govt. of India  
PH: 23793245

**TO**

1. E-in-C (Lt. Gen. S.K. Shrivastava, PVSM, AVSM)  
E-in-C's Branch, Kashmir House, ] It is requested that this may  
New Delhi ] please be given wide  
] publicity amongst the
2. DGBR (Lt.Gen.Harpal Singh, PVSM, ]  
AVSM, VSM), Seema Sadak Bhawan, ] retired officers of MES/BRO  
Ring Road Delhi Cant, New Delhi. ] thorough the official website  
] of their respective  
] organizations.]
3. Chairman, Railway Board/DG, CPWD/ Chairman, CWC/ CMD,  
NBCC/Chairman, NHAI/Chairman, DDA/Chairman, NDMC. It is requested  
that wide publicity of this Circular may please given to the eligible officers  
retired from their respective Organizations.
4. Director(IT/NIC), MoD. It is requested to upload this Circular on the  
website of MoD, in order to ensure wide publicity of the same.

**APPLICATION FOR APPOINTMENT OF RETIRED GOVERNMENT SERVANTS  
AS THE INQUIRY OFFICER TO CONDUCT DEPARTMENTAL INQUIRY**

1	NAME (In Capital Letters)			
2	Date of Birth			
3	Date of Retirement from Government Service. Whether retired on attaining the age of superannuation or voluntary retirement			
4	Service/Cadre from which retired & the post held last			
5	Resident Address/Communication Address (with Landline/Mobile Contact No. & e-mail ID)			
6	Educational Qualifications			
7	<b>Details of the Ministry and post held during the service</b>			
S.No.	Period	Cadre Post/ Deputation Post	Place of Posting	Brief Description of duties
		Please attach separate sheet( if required)		
8	Whether penalized/punished in a Disciplinary Proceedings or in a Prosecution Criminal Case		Yes/No (if yes, the details thereof)	
9	Details of Inquiry proceedings (if any), conducted (a) as Inquiry Officer (b) as Presenting Officer		Please attach separate sheet	

It is certified that the above particulars are correct and complete.

(Signature of the Applicant)

Date :

Place: