1-Stakeholder

a-Cabinet Sec

b-DoPT

c-PESB

d-All Ministries (Child / all PSUs)

e-CBI

f-CVC

a-Cabinet Secreatary

-Special Appointment

-Selection

-Other 🡪remarks

-Attachment

🡪Received in CVC (BO account dealing with the vigilance clearance)

🡪Ask concerned Min/Org detailed profile (13 points)

🡪Parallely to be sent to CBI ?? or after receipt of complete profile with due approval of BO or directly

🡪Parallely transfer to Vigilance section or after receipt of complete profile

🡪Received from CBI and branches 🡪 received in the DH/ SO account

🡪after processing 🡪noting portion to be incorporated here or e-office

🡪Output (Vig clearance granted/ Denied / Kept Hold / Others (remarks)) of approval to be attached. (letter)

🡪If any clarification is sought by the CVC from department then an option shall be made available

B ) DoPT / MHA (this will show in All the ministries)/ IFS (this will show in All the ministries)

🡪Empanelment / Appointment / CVO (Part Time / FT) (Fresh / Extension)

🡪 Empanelment

🡪Service

🡪IAS / IPS / IFoS

🡪 Name / Batch/Cadre

🡪Attach Profile

🡪Received in CVC (BO account dealing with the vigilance clearance). Simultaneously the same profile shall be reflected in CBI Login (Only with posting Detail)

🡪After scrutiny of profile DH shall mark to the concerned vigilance section

🡪Received from CBI and branches 🡪 received in the DH/ SO account

🡪after processing 🡪noting portion to be incorporated here or e-office

🡪Output (Vig clearance granted/ Denied / Kept Hold / Others (remarks)) of approval to be attached. (letter)

🡪If any clarification is sought by the CVC from department then an option shall be made available

C) PESB

🡪Only Selection

🡪Name / DOB / DoR / Service / Employee Code (If any)

🡪Attach profile (Posting details and Vig Profile separately )

🡪Received in CVC (BO account dealing with the vigilance clearance). Simultaneously the same profile shall be reflected in CBI Login (Only with posting Detail)

🡪After scrutiny of profile DH shall mark to the concerned vigilance section

🡪Received from CBI and branches 🡪 received in the DH/ SO account

🡪after processing 🡪noting portion to be incorporated here or e-office

🡪Output (Vig clearance granted/ Denied / Kept Hold / Others (remarks)) of approval to be attached. (letter)

🡪If any clarification is sought by the CVC from department then an option shall be made available

D) All Ministries (CBDT/CBEC/RAILWAYS etc.)

🡪 Empanelment / Appointment / CVO (Part Time / FT) (Fresh / Extension)

🡪Name / DOB / DoR / Service / Employee Code (If any)

🡪Attach profile (Posting details and Vig Profile separately )

🡪Received in CVC (BO account dealing with the vigilance clearance). Simultaneously the same profile shall be reflected in CBI Login (Only with posting Detail)

🡪After scrutiny of profile DH shall mark to the concerned vigilance section

🡪Received from CBI and branches 🡪 received in the DH/ SO account

🡪after processing 🡪noting portion to be incorporated here or e-office

🡪Output (Vig clearance granted/ Denied / Kept Hold / Others (remarks)) of approval to be attached. (letter)

🡪If any clarification is sought by the CVC from department then an option shall be made available

E) CBI

🡪 All 72 (approx.) zones to be defined / Roles to be defined / Inter communication between CBI and zones

🡪Option to be given to transfer from one zone to other zones

🡪Multiple zones options (Splitting to request) but original attachment to be shown as single . Any additional documentation to be show separately.

🡪 Option for attachment

🡪Option for remarks

🡪Output from CBI to be shown in the CVC only and not to any other Ministry or Department (TO be decided)

🡪Received in the DH / SO account 🡪 Alert to BO

🡪After scrutiny of profile DH shall mark to the concerned vigilance section

🡪Received from CBI and branches 🡪 received in the DH/ SO account

🡪after processing 🡪noting portion to be incorporated here or e-office

🡪Output (Vig clearance granted/ Denied / Kept Hold / Others (remarks)) of approval to be attached. (letter)

🡪If any clarification is sought by the CVC from department then an option shall be made available

F) CVC

🡪Fresh request to be shown in BO account (To identify urgent issues)

🡪BO shall mark the request in DH/SO account / Additional remark option

🡪DH shall upload the final decision including attachments.

-Reports

🡪Timeline report / History of case

🡪Day count in the total process

🡪Search (Name / Batch / Service / DoB / DoR / Status (Denial , Granted,Hold))

* Ministry / Organisation wise report