

**APPLICATION FORM**

1. Name :
2. Date of Birth :
3. Category(SC/ST/OBC/UR) :
4. Designation/Profession :
5. Contact Details :

	Residential		Official
	Present	Permanent	
Address:			
Mobile/Phone No.			
Email:			

6. Cadre/Service [Wherever applicable] :
7. Educational qualification (in reverse chronological order):

Sl. No.	Name of University/ Equivalent Institution	Degree	Year of passing	Division/ % of marks obtained	Academic Distinction	Subject/ Specification

8. Work Experience:

**8A.** For the experience as employee, Employment record in chronological order starting with present Employment, list in reverse:



Sl. No.	Name & address of employer (Govt./PSU/Ministry/Department/any other	Designation, Pay or Scale of pay (Pay in Pay Matrix)*	Period of Service		Nature of work/ experience
			From	To	

\*Also indicate SI No. in above, which is equivalent to Additional Secretary/District Judge/Additional District Judge/Major General (as applicable under the qualification) or above

**8B.** For the experience as Professional record in chronological order starting with present Engagement, list in reverse:

Sl. No.	Details of Profession	Period of Service		Nature of work done*
		From	To	

\*Such as Administration /Service matters /Judicial or Quasi- Judicial /Criminal /Civil Taxation /Company Affairs/Environmental matters /Finance /Accountancy /Economics /Business /Commerce/ Management /Public Affairs or any other as may be applicable. Engagement with Government, if any, may be indicated.

9. Date from which drawing the Pay scale in the :  
grade of Additional Secretary/District Judge/Major General to the Government of India or any equivalent rank (wherever applicable).

10. Write up on adjudicating experience of the applicant (200 words) [Wherever applicable] :

11. Experience along with brief write up in handling : Despite of such Cases before relevant Courts/Tribunals/[if applicable] cases (Reported cases/Unreported cases

12. Proof of Experience, including :  
Enrolment/Registration No. As an Advocate/CA etc. [ For candidates other than Govt. or Judicial officers]

13. Annual Income along with copy of :  
Latest ITR [For Candidates other than Govt. or Judicial Officers]

14. Write up on 05 major achievements :  
(200 words each)

15. Awards/Honours/Publications, if any :



16. Affiliations with the professional :  
bodies/Institutions/societies/or any other  
body Including political party.

17. Additional information, if any, which :  
you would like to mention in support of the  
application for the post.

### **DECLARATION**

1. I certify that the foregoing information is correct and complete to the best of knowledge and belief and nothing has been concealed/distorted. If at any time I found to have concealed/distorted any material information, my appointment shall be liable to summary termination without notice.
2. I shall not withdraw my candidature after the meeting of the Selection Committee.
3. I shall not decline the appointment, if selected for appointment by the ACC.
4. I shall join within 30 days from the date of issue of order of appointment.
5. I am aware that in case I violate any of the conditions mentioned at SI.No.2 to 4, the Government of India is likely to debar me for a period of three years for consideration for appointment outside the cadre and in any Autonomous Body/Statutory Body/Regulatory Body.

Place:

Date:

Signature of the Candidate



**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/HEAD OF  
OFFICE/FORWARDING AUTHORITY**

1. Certified that the particular furnished by Shri/Smt/Kum \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in Annexure-I.
2. It is also certified that there is no vigilance/ disciplinary case either pending or being contemplated against him/her and vigilance clearance issued by CVO in the enclosed Annexure (III).
3. His/her integrity is certified.
4. No major or minor penalty was imposed on Shri/Smt/Kum..... during the last 10 years period.
5. The up-to-date attested Photostat copies of ACR/APAR of last years (each Photostat copy of ACR/APAR should be attested) in respect of Shri/Smt/Kum in enclosed herewith.

Seal & Signature of the cadre controlling Authority



**Annexure-III**

**PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE  
CLEARANCE IS BEING SOUGHT**

(To be furnished and signed by the CVO or HOD)

1. Name of the Officer (in full) :
2. Fathers name :
3. Date of Birth :
4. Date of Retirement :
5. Date of entry into service :
6. Service to which the officer belongs :  
including batch /year/ cadre etc.,  
(wherever applicable)
7. Positions held (During ten preceding years) :

S. No	Organisation (name in full)	Designation & Place of Posting	Administrative/ Nodal Ministry/ Department concerned (in case of officers of PSUs etc.)	From	To

8. Whether the officer has been placed on :  
Doubtful : the agreed list or list of Officer of Integrity (if yes, details to be given)
9. Whether any allegation of misconduct :  
examined against : Involving vigilance angle was  
Years and if so : the officer during the last 10  
with what result (\*)
10. Whether any punishment was awarded to :  
officer during the last 10 years and if so, the : the  
imposition and details of penalty (\*) : date of
11. Is any disciplinary/ criminal proceedings :  
charge sheet pending against the officer as on : or  
(if so, details to be furnished, including : date  
number, if any of the Commission) : reference



12. Is any action contemplated against  
the :  
be

Officer as on date (if so, details to  
furnished (\*))

(\*) If vigilance clearance had been obtained from the Commission in the past, the information  
may be provided for the period thereafter,

Date:

(NAME AND SIGNATURE)