

**Government of West Bengal**  
**Department of Personnel & Administrative Reforms**  
**Vigilance Cell**

No: 137 P&AR (Vig)

Dated, Howrah, 14/06/2023

**ORDER**

In continuation to the previous order No. 29-P&AR(Vig.) dtd. Howrah, 25.01.2021 in connection with issuance of Vigilance Clearance in respect of the Officers belonging to IAS, WBCS (Exe.), WBSS cadre it is now ordered that the Registrar [in connection with formats for WBCS(Exe.) & WBSS] and Special Commissioner and Senior Special Secretary [in connection with formats for IAS, WBCS(Exe.) & WBSS] will be considered the signatory authority to send the proposal.

In consideration of the above, the vigilance clearance shall be issued in favour of the IAS Officers under the signature of **Additional Chief Secretary** and in favour of WBCS (Exe.) & WBSS under the signature of the **Special Commissioner and Senior Special Secretary**.

This will take immediate effect.

All concerned are informed accordingly.



Additional Chief Secretary  
to the Government of West Bengal

No: 137/1(5)- P&AR (Vig)

Dated, Howrah, 14/06/2023

Copy forwarded for information to:-

1. OSD & Ex- Officio Senior Special Secretary, IAS & General Cell, P&AR Department
2. Special Commissioner, P&AR Department
3. OSD & Ex-Officio Special Secretary, P&AR Department
4. Joint Secretary, WBCS Cell P&AR Department
5. IT Cell for uploading in the website
6. Office Copy



Special Commissioner  
to the Government of West Bengal



**Government of West Bengal**

**Department**

**Requisition for Integrity/ Vigilance Clearance Certificate for IAS Officers**

**No:**

**Date:**

**1. Personal Details:**

- a. Name & Batch of the Officer :
- b. Date of joining IAS :
- c. Present post held :
- d. Present place of posting :
- e. Present Scale of Pay :

Grade Pay :

**2. Purpose of Vigilance Clearance:**

Please tick the appropriate box:

- (a) Confirmation ☐
- (b) Promotion to higher post ☐
- (c) Promotion to higher scale ☐
- (d) No Objection Certificate for obtaining passport ☐
- (e) Foreign tour for official purpose(Please mention Venue & dates against the applicable field) :
  - I. Training ☐
  - II. Seminar/ Workshop ☐
  - III. Other (Please Specify) ☐
- (f) Deputation to \_\_\_\_\_ ☐
- (g) Recommendation for medal/ award ☐
- (h) Voluntary Retirement ☐
- (i) Superannuation on \_\_\_\_\_ ☐
- (j) Other (Please Specify)

**Signature of the Requisitioning Authority**

**Name:**

**Designation with seal:**

**REPORT WILL BE SENT TO THE REQUISITIONING AUTHORITY, BY NAME, IN A SEALED COVER**



**FOR OFFICIAL USE OF VIGILANCE CELL, P& AR DEPARTMENT**

1. Name & Batch of the Officer :

2. Date of joining IAS :

3. Verification Report :

			<b><u>Remarks</u></b>
(a)	Submission of Annual Declaration of Assets by the Officer	1) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		2) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		3) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		4) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		5) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Signature of official  
verifying the records**

(b)	Details of Disciplinary/ Criminal Proceedings against the Officer, if any.	a. Nothing on record	<input type="checkbox"/>
		b. Pending	<input type="checkbox"/>
		c. Under Contemplation	<input type="checkbox"/>

➤ **Any other issue , if relevant:**

**Signature of official  
verifying the records**

**Proposal:**

Vigilance/Integrity  
Clearance may be issued

Vigilance/Integrity Clearance  
may not be issued

**OSD/Assistant Secretary/ Deputy Secretary**

**Joint Secretary/ Special Secretary/ Special Commissioner/ Senior Special Secretary**

**Decision:** Approved as proposed.

**Secretary/ Principal Secretary/Additional Chief Secretary  
P& AR Department**

**INTEGRITY REPORT REMAINS VALID FOR SIX (6) MONTHS**



# Government of West Bengal

Department

## Requisition for Integrity/ Vigilance Clearance Certificate for WBCS (Exe) Officers

No:

Date:

### 1. Personal Details:

- a. Name & Batch of the Officer:
- b. Date of joining WBCS(Exe):
- c. Present post held:
- d. Present place of posting:
- e. Present Scale of Pay:

Grade Pay:

### 2. Purpose of Vigilance Clearance:

Please tick the appropriate box:

- (a) Confirmation ☐
- (b) Promotion to higher post ☐
- (c) MCAS Benefit ☐
- (d) No Objection Certificate for obtaining passport ☐
- (e) Foreign tour for official purpose(Please mention venue & dates against the applicable field) :
  - I. Training ☐
  - II. Seminar/ Workshop ☐
  - III. Other (Please Specify) ☐
- (f) Deputation to \_\_\_\_\_ ☐
- (g) Recommendation for medal/ award ☐
- (h) Voluntary Retirement ☐
- (i) Superannuation on \_\_\_\_\_ ☐
- (j) Other (Please Specify) ☐

Signature of the Requisitioning Authority

Name:

Designation with seal:



**FOR OFFICIAL USE OF VIGILANCE CELL, P& AR DEPARTMENT**

1. Name & Batch of the Officer :

2. Date of joining WBCS (Exe) :

3. **Verification Report :**

			<b><u>Remarks</u></b>
(a)	Submission of Annual Declaration of Assets by the Officer	1) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		2) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		3) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		4) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		5) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Signature of official  
verifying the records**

(b)	Details of Disciplinary/ Criminal Proceedings against the Officer, if any.	a. Nothing on record	<input type="checkbox"/>
		b. Pending	<input type="checkbox"/>
		c. Under Contemplation	<input type="checkbox"/>

➤ **Any other issue , if relevant:**

**Signature of official  
verifying the records**

**Proposal:**

**Vigilance/Integrity  
Clearance may be issued**

**Vigilance/Integrity Clearance  
may not be issued**

**Section Officer/Registrar**

**Special Officer/ OSD/ Assistant Secretary/ Deputy Secretary**

**Decision:** Approved as proposed.

**Joint Secretary/ Special Secretary/ Special Commissioner/ Senior Special Secretary,  
P& AR Department**

**INTEGRITY REPORT REMAINS VALID FOR SIX (6) MONTHS**



# Government of West Bengal

Department

## Requisition for Integrity/ Vigilance Clearance Certificate for WBSS Officers

No:

Date:

### 1. Personal Details:

a. Name of the Officer:

b. Date of joining WBSS:

c. Present post held:

d. Present place of posting:

e. Present Scale of Pay:

Grade Pay:

### 2. Purpose of Vigilance Clearance:

Please tick the appropriate box :

(a) Promotion to higher post

☐

(b) MCAS Benefit

☐

(c) No Objection Certificate for obtaining passport

☐

(d) Foreign tour for official purpose(Please mention Venue & dates against the applicable field) :

I. Training

☐

II. Seminar/ Workshop

☐

III. Other (Please Specify)

☐

(e) Deputation to \_\_\_\_\_

☐

(f) Voluntary Retirement

☐

(g) Superannuation on \_\_\_\_\_

☐

(h) Other (Please Specify)

Signature of the Requisitioning Authority

Name:

Designation with seal:



**FOR OFFICIAL USE OF VIGILANCE CELL, P& AR DEPARTMENT**

1. Name & Batch of the Officer :

2. Date of joining WBSS :

3. **Verification Report :**

			<b><u>Remarks</u></b>
(a)	Submission of Annual Declaration of Assets by the Officer	1) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		2) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		3) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		4) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>
		5) As on 01. 01. 20	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Signature of official  
verifying the records**

(b)	Details of Disciplinary/ Criminal Proceedings against the Officer, if any.	a. Nothing on record	<input type="checkbox"/>
		b. Pending	<input type="checkbox"/>
		c. Under Contemplation	<input type="checkbox"/>

➤ **Any other issue , if relevant:**

**Signature of official  
verifying the records**

**Proposal:**

Vigilance/Integrity  
Clearance may be issued

Vigilance/Integrity Clearance  
may not be issued

**Section Officer/Registrar**

**Special Officer/ OSD/ Assistant Secretary/ Deputy Secretary**

**Decision:** Approved as proposed.

**Joint Secretary/ Special Secretary/ Special Commissioner/ Senior Special Secretary,  
P& AR Department**

**INTEGRITY REPORT REMAINS VALID FOR SIX (6) MONTHS**