



**कर्मचारी भविष्य निधि संगठन**  
Employees' Provident Fund Organisation  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)  
(MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA)  
**मुख्य कार्यालय/Head Office**  
द्वितीय तल, ब्लॉक-II, ईस्ट किडवाई नगर, नई दिल्ली-110 023  
Second Floor, Block II, East Kidwai Nagar, New Delhi-110 023  
website: www.epfindia.gov.in, www.epfindia.nic.in



No. HRM-II/VII/A-11(3)2018/DD/AD/1406

Dated: 28.02.2024

**OFFICE MEMORANDUM**

**28 FEB 2025**

**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 -	07	<b>Zonal Vigilance Directorate:</b> Bengaluru, Hyderabad, Kolkata, Mumbai, Ahmedabad, 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/-	18	<b>Zonal Vigilance Directorate:</b> Delhi, Chennai, Bengaluru, Ahmedabad, Chandigarh, Hyderabad, Kolkata, Mumbai and <b>Vigilance Hqrs (New Delhi)</b>

**Note:-** The number of vacancies and the place of posting are subject to change in exigencies.

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

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

- (a) (i) Holding analogous post on regular basis (Substantive Post); or
- (ii) 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;
- (iii) 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;
- (b) possessing experience of dealing with disciplinary matters

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

- (a) (i) 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
- (b) Possessing three years' experience in dealing with disciplinary/Vigilance cases in a responsible capacity.

**General condition 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 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 and extendable as per DOP&T guidelines. 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 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 my official seeks repatriation within one year or less, Transfer TA/DA already paid, if any is also liable to recovered.
- (3) Willing and eligible officers may forward ADVANCE COPY of the applications (**HARD COPY**) neatly typed in the proforma in **Annexure-I** and should reach the designated officers in within **30 days** from the date of advertisement. A note shall also be added stating clearly how the candidates finds himself/herself suitable for the post.
- (4) 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 the jurisdiction of Zonal Offices of EPFO.
- (5) The Cadre Controlling Authority shall forward the application complete in all respect with requisite documents namely last 05 year APARs, duly filled in Certificate mentioned as **ANNEXURE-II** and latest Vigilance Clearance within **45 days** from the date of publication of the advertisement.
- (6) The **HARD COPY** of the application through proper channel should reach Employees' Provident Fund Organisation, Head Office within **45 days** from the date of publication of the Office Memorandum to **Sh. Deepak Arya, Regional Provident Fund Commissioner-II (Recruitment/Exam Division), Plate A, Ground Floor, Block II, East Kidwai Nagar, New Delhi-110023.**
- (7) Applications which are not received through proper channel and received after stipulated period are liable to be rejected. It is to be noted that mere possession of the qualification does not entitled a candidate for appointment to the aforesaid posts on deputation terms. The Employees' Provident Fund Organisation reserves the right to reject any application without specifying any reason.



(Deepak Arya)  
Regional P.F Commissioner-II  
(Recruitment Division)

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  
(Recruitment Division)



**Annexure-I  
ADVANCE COPY**

**APPLICATION FOR THE POST OF DEPUTY DIRECTOR (VIGILANCE) / ASSISTANT  
DIRECTOR (VIGILANCE) ON DEPUTATION BASIS IN EPFO**

**POST APPLIED FOR:** \_\_\_\_\_  
(Separate application for each post in case applying for both the posts)

S.No	Details required:	Details furnished
01.	<b>Name of the applicant (in BLOCK letters):</b> Designation: Pay Level: Date of entry into service:	
02.	Date of Birth (in Christian Era)	
03.	Educational Qualifications:	
04.	Details of the Office in which the official is working alongwith postal address, Telephone No. and Email ID of the office.	
05.	Status of the Department: Whether it is Central Government /State Government and Name of the Ministry/Department:	
06.	Date of retirement on superannuation under Central/State Government rules	

07. Details of employment in chronological order (Enclose a Separate Sheet, if required)						
Name of the Organisation /Institute/ Department	Post Held (Regular)	From	To	Pay Level of post held on regular basis	Period of Experience and nature of duties	

*Important: Pay Level granted under MACP/NFSG/NFU are personal to the official and therefore, should not be mentioned. Only Pay Level/Pay Scale of the post held on regular basis to be mentioned. Details of financial upgradation under MACP/NFSG/NFU with present Pay Level/Pay Scale where such benefits have been drawn by the applicant may be indicated as below-*

Organisation/Department	Pay Level drawn under MACP/NFU/NFSG Scheme	From	To

08.	Nature of present employment: i.e. Adhoc or Temporary or Quasi-Permanent or Permanent											
09.	<p>In case the present employment is held on deputation/contract basis, please state:</p> <ul style="list-style-type: none"> <li>• The date of initial appointment</li> <li>• Period of appointment on deputation/contract</li> <li>• Name of the parent office/Organisation to which the applicant belongs</li> <li>• Name of the post and Pay of the post held in substantive capacity in the parent Organisation</li> </ul> <p>Note: In case the officer is already on deputation, the application of such officer should be forwarded by the parent cadre / department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate</p>											
10.	Total emoluments drawn per month											
11.	<p>Whether being on deputation earlier (Yes/No) If Yes, details thereof</p> <p>Whether mandatory cooling-off period completed after completion of deputation period (Yes/No) If yes, date of completion of cooling-off period</p>											
12.	Whether belong to SC/ST/OBC:											
13.	<p>Last 05 years APAR grading</p> <table border="1" data-bbox="263 958 1102 1070"> <thead> <tr> <th data-bbox="263 958 427 1003">2019-20</th> <th data-bbox="427 958 592 1003">2020-21</th> <th data-bbox="592 958 756 1003">2021-22</th> <th data-bbox="756 958 920 1003">2022-23</th> <th data-bbox="920 958 1102 1003">2023-24</th> </tr> </thead> <tbody> <tr> <td data-bbox="263 1003 427 1070"></td> <td data-bbox="427 1003 592 1070"></td> <td data-bbox="592 1003 756 1070"></td> <td data-bbox="756 1003 920 1070"></td> <td data-bbox="920 1003 1102 1070"></td> </tr> </tbody> </table>	2019-20	2020-21	2021-22	2022-23	2023-24						
2019-20	2020-21	2021-22	2022-23	2023-24								
14.	Indicate three choice of stations (In order of preference)											
15.	Additional information, if any, in support of suitability for the post. Enclose a separate sheet, if the space is insufficient.											

Place:  
Date:

Signature of the Candidate  
Mobile No:  
Official e-mail ID:

**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.

End:-

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

Office Telephone No.  
E-Mail Id:

\_\_\_\_\_