

INTEGRITY CERTIFICATE

The records of service of Sh./Ms./Smt..... Grade-IV (DASS) who is to be considered for promotion to the post of Grade-III (DASS) have been carefully scrutinized and it is certified that there is no doubt about his/her integrity.

**Signature of H.O.O./
Controlling Authority
Name & Designation / Seal**

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VIGILANCE CLEARANCE CERTIFICATE

On the basis of the records of service of Sh./Ms./Smt..... Grade-IV (DASS) who is to be considered for promotion to the post of Grade-III (DASS), it is certified that no vigilance case or disciplinary proceeding or criminal proceeding is pending against the said Sh./Ms./Smt..... and he/she is clear* from vigilance angle in terms of the instructions issued by the DoPT, GOI vide OM dated 14/09/1992 and instructions issued in this regard from time to time.

**Signature of H.O.O./
Controlling Authority
Name & Designation / Seal**

**In case the official is not clear from the vigilance angle, then the details of the case shall be provided.*

**PROMOTION TO THE POST OF GRADE-III (DASS)
PROFORMA FOR VIGILANCE, INTEGRITY & OTHER SERVICE PARTICULARS**

1.	Name of the official (in Capital Letters)	:	
2.	Date of Birth	:	
3.	Seniority No.	:	
4.	Category (Gen/SC/ST)	:	
5.	Whether belongs to PH Category If yes, specify the details (HH/VH/OH)	:	
6.	Mode of Recruitment (DSSSB/ Compassionate / Redeployment / Promotion / Absorption)	:	
7.	Education Qualification	:	
8.	Present Department (with Date of Joining)	:	
9.	Whether Integrity Certified (Yes/No) (Please attach the Integrity Certificate)	:	
10.	Whether any Vigilance case/Police case is pending/ Contemplated against the official (Yes/No). If yes, details thereof (Enclose copy of the Order)	:	
11.	Whether any charge sheet is issued under CCS(CCA) Rules, 1965 (Yes/No).If yes, details thereof	:	
12.	Whether any penalty in operation/ imposed (Yes/No) If yes, details thereof (Enclose copy of the Order)	:	
13.	Whether any criminal case is pending against the official (Yes/No). If yes, details thereof	:	
14.	Type Test (Passed / Exempted), Give Letter No. & Date. Exemption granted w.e.f. _____ (Enclose attested copy of the order)	:	
15.	Period of regular service rendered	:	
16.	Details of Previous Postings, since appointment (use separate sheet, if required)	:	
	Name of the Departments		From (DD/MM/YYYY)
			To (DD/MM/YYYY)
17.	Present Residential address	:	
18.	Telephone/Mobile Number	:	
19.	Any other information if relevant	:	

**(Signature of Head of the Office)
Name of HOO with seal**