



सत्यमेव जयते

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  
 प्लेट-ए, ग्राउंड फ्लोर, ब्लॉक-II, ईस्ट किदवई नगर, नई दिल्ली-110023  
**Plate-A, Ground Floor, Block II, East Kidwai Nagar, New Delhi-110023**  
 Website: [www.epfindia.gov.in](http://www.epfindia.gov.in), [www.epfindia.nic.in](http://www.epfindia.nic.in)



File No: HRM-VII/37(1)97/VA/Pt/E38093/

13815

Dated:

26 JUL 2024

**OFFICE MEMORANDUM**

**Subject: Filling up the post of Vigilance Assistant on deputation basis in Employees' Provident Fund Organisation – regarding.**

Application is invited from the eligible candidates to fill up the following post in various offices of the Employees' Provident Fund Organisation on deputation basis.

**A. Post available in Vigilance Directorate**

S. No.	Name of the Post	Scale of Pay	No. of vacant posts	Place of Posting
1.	Vigilance Assistant	Level-6 of the Pay matrix [Pay Band- 2 Rs.9300-34800 Grade Pay Rs. 4200/-(pre- revised)]	26	Ahmedabad Bengaluru Chandigarh Chennai Delhi Hyderabad Mumbai Kolkata

**NOTE: EPFO holds the right to increase or decrease the vacancy as per requirement.**

**B. Eligibility Conditions for the post of Vigilance Assistant**

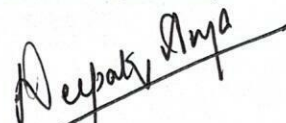
- Officials of the Employees' Provident Fund Organization having vigilance experience
- holding analogous posts on regular basis; or
- with 03 years regular service in the Level-6 of the pay matrix (PB-2 Rs.9300-34800 with GP Rs. 4200/- (pre revised) (Rs. 5000-150-8000 (5th CPC))

**General condition and terms of deputation in the Employee' Provident Fund Organisation.**

- 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 analogues 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 their **ADVANCE COPY** of the applications neatly typed in the Performa 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 **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.
- (5) **The application through proper channel should reach Employee' 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.**
- (6) 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.

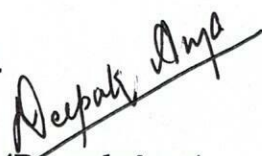


(Deepak Arya)

**Regional P.F Commissioner-II  
(Recruitment Division)**

To: (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 the Head Quarters for necessary action.
5. Chief Vigilance Officer, Head Office for information.
6. RPFC(NDC), Dwarka, New Delhi for uploading the O.M. on EPFO website.



(Deepak Arya)

**Regional P.F Commissioner-II  
(Recruitment Division)**

**Annexure-I**

**APPLICATION FOR THE POST OF VIGILANCE ASSISTANT ON DEPUTATION BASIS  
IN EMPLOYEES' PROVIDENT FUND ORGANISATION**

S.N	Details required:	Details furnished
01.	<b>Name of the applicant:</b> <b>Designation:</b> <b>Pay Level:</b>	
02.	Date of Birth (in Christian Era)	
03.	Name and complete postal address of the EPFO office in which the official is working	
04.	Educational Qualification:	
05.	<b>Details of employment in chronological order (Enclose a Separate Sheet, if required)</b>	
	<b>Office/Institute/ Department/ Organisation</b>	<b>Posts Held (Regular)</b>
	<b>From</b>	<b>To</b>
	<b>Pay Level</b>	<b>Period of Experience and nature of duties</b>
06.	Nature of present regular employment:	
07.	Nature & extent of other assignments (i.e. Short term, Deputation etc.):	
08.	Total emoluments drawn per month:	
09.	Whether being on deputation earlier (Yes/No)	
10.	If Yes, details thereof	
11.	Whether mandatory cooling-off period completed after completion of deputation period (Yes/No)	
12.	If yes, date of cooling-off period completion date	
13.	Whether belong to SC/ST/OBC:	
14.	Indicate three choice of stations (in order of preference)	
15.	Last 05 years APAR grading	
	<b>2018-19</b>	<b>2019-20</b>
	<b>2020-21</b>	<b>2021-22</b>
	<b>2022-23</b>	
16.	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:**  
**E-mail ID:**

**Certificate (To be given by the Cadre Controlling Authority)**

1. Certified that the particulars of the official as furnished above have been verified and found to be correct.
2. The official is holding the post / analogous post on regular basis.
3. Certified that no disciplinary proceedings are pending/contemplated against the officer.
4. The Integrity of the official is also certified.
5. No major/minor penalty has been imposed during the last 10 years.
6. Copies of APARs for the last 05 years \_\_\_\_\_ are enclosed.

**Encl:**

**Signature of the Cadre Controlling  
Authority/Head of the Department  
with Seal  
Office Telephone No.  
E-mail ID:**

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