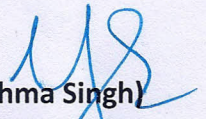


01/139/2016-Vig./783
National Institute of Fashion Technology
Vigilance Department, Head Office
New Delhi-110016

22nd July, 2016

Subject: Guidelines regarding grant of Vigilance Clearance-reg.

Apropos to the subject cited above, please find attached herewith proforma for consideration of cases for grant of vigilance clearance. The campus/Head Office while seeking vigilance clearance must send the proposal in the enclosed proforma. Proforma sent in any other form will not be considered w.e.f 01st August, 2016. The proposal for such clearance from vigilance must reach this office at least 10 days in advance.


(Sushma Singh)
CVO-NIFT

To,
The Registrar,
NIFT Head Office

Copy to:

1. **Director, All NIFT Campuses-** with an advice to forward the cases to Establishment Department, Head Office alongwith the proforma enclosed while seeking vigilance clearance
2. **DVO, All NIFT Campuses**
3. Director (IT) – for uploading the same on official website of NIFT under Vigilance corner with an hyperlink as stated in the subject

Encl: As above

Particulars of the officer to be considered for issue of Vigilance Clearance.

- (i) Name of the Officer/Official:
- (ii) Designation:
- (iii) Campus:
- (iv) Purpose:
- (v) Posting details of last 5 years:

	From	To
Place of posting		
Designation		
Grade		

- (vi) Vigilance history during the relevant period:
- (vii) Whether any disciplinary/vigilance proceedings is pending or contemplated (wherever applicable)?
- (viii) If yes:
 - a. Case no./details in brief:
 - b. Status of the case:
- (ix) Whether any penalty has been imposed in the past(last 5 years):
 - a. If yes, whether major or minor,
 - b. Brief details of the penalty,
- (x) Indicate if any penalty is in operation as on date:
- (xi) Whether Annual Property Return for the previous year ending 31st Dec, has been filed, if yes, then date of submission?
- (xii) Other remarks if any:

(Signature)