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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 किदवई 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

File No: EPFO/HO/REC/VA-Deputation/Advt-05/2025/9763 Dated: 21 JUL 2025

OFFICE MEMORANDUM

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

Application is invited from EPFO officials for filling up the post of Vigilance Assistant on deputation basis in Employees' Provident Fund Organisation.

S. No.	Name of the Post	Scale of Pay	Total Vacancies	Place of Posting at EPFO Zonal Vigilance Directorate
1.	Vigilance Assistant	Level-6 of the Pay matrix [35400-112400] [Pay Band-2 Rs.9300-34800 Grade Pay Rs. 4200/-(pre- revised)]	17	ZVD, Ahmedabad (03) ZVD, Bengaluru (02) ZVD, Chennai (03) ZVD, Kolkata (02) ZVD, Mumbai (05) Vig. Hqrs, New Delhi (02)

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

Eligibility Conditions for the post of Vigilance Assistant

i) Officials of the Employees' Provident Fund Organisation having experience in vigilance work
ii) Holding analogous posts on regular basis'; or
iii) With 03 years regular service in the Level-6 of the Pay Matrix (Rs. 35400-112400)[(PB-2, Rs. 9300-34800 with GP Rs. 4200/- (pre-revised)(Rs. 5000-150-8000(5th CPFC)]

General terms & conditions of deputation in Employees' Provident Fund Organisation

(i) 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.

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(ii) **The maximum age limit of the applicant should not be exceeding 56 years as on the closing date of receipt of applications.**

(iii) 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.

(iv) Willing and eligible officials must neatly fill **Annexure-I** of this advertisement and shall forward the same alongwith the application through proper channel to EPFO. A note shall also be added stating how the candidate finds himself/herself suitable for the post.

(v) The **Cadre Controlling Authority** shall forward the application complete in all respect with requisite documents namely **last 5 year APARs**, Annexure-I, duly filled in Certificate [Annexure-II], latest Vigilance Clearance Certificate alongwith list of major/minor penalty imposed if any, during the last 10 years within **30 days** from the date of publication of the advertisement.

(vi) **The HARD COPY of the application THROUGH PROPER CHANNEL** must be sent **within 30 days** from the date of publication of this O.M to Employees' Provident Fund Organisation, Head Office by name to **Shri Deepak Arya, Regional Provident Fund Commissioner-II (Recruitment Division), Plate A, Ground Floor, Block II, East Kidwai Nagar, New Delhi-110023.**

(vii) Applications which are not received through proper channel and sent after the stipulated period are liable to be rejected. It may be noted that mere possession of the qualification does not entitled a candidate for appointment to the aforesaid posts on deputation terms. Employees' Provident Fund Organisation reserves the right to reject any application without specifying any reason.

(viii) 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.

Deepak Arya

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

To: (Through EPFO Website)

1. P.S to CPFC for information.
2. All Addl. CPFCs in the Zones/Director (PDNASS).
3. All Regional P.F. Commissioners/Zonal Training Institutes.
4. All Addl. CPFCs (HQ)/Addl. CPFC(HQ)(IS)/Addl. CPFC(IS), Head Office
5. RPFC(ASD) in the Head Quarters for necessary action.
6. Chief Vigilance Officer, Head Office for information.
7. RPFC(NDC), Dwarka, New Delhi for uploading the O.M. on EPFO website.

Deepak Arya

Regional P.F Commissioner-II
(Recruitment Division)

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Annexure-I

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

S.N	Details required:	Details furnished
1.	**Name of the applicant:** **Designation:** **Pay Level:**	
2.	Date of Birth (in Christian Era) **Age as on the closing date of receipt of application**	
3.	Date of entry into service: Date of retirement on superannuation:	
4.	Name and complete postal address of the EPFO office in which the official is posted	
5.	Educational Qualification:	

6.	**Details of employment in chronological order (Enclose a Separate Sheet, if required)**					
	Name of the Office	**Post Held (Regular)**	**From**	**To**	**Pay Level of post held on regular basis as per 7th CPC**	**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

7.	Nature of present regular employment:	
8.	Nature & extent of other assignments (i.e. Short term, Deputation etc.):	
9.	Total emoluments drawn per month:	
10.	Whether being on deputation earlier (Yes/No). If Yes, details thereof • The date of appointment on deputation • Period of appointment on deputation • Name of the parent office / Organisation to which the applicant belongs	

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	• Name of the post and pay of the post held in substantive capacity in the Parent Organisation • Whether mandatory cooling-off period completed after completion of deputation period (Yes/No). If yes, date of cooling-off period completion date. • Whether the applicant has ever been debarred from applying the post of deputation? If yes, reason thereof	
11.	Whether belong to SC/ST/OBC:	
12.	Indicate max. three choice of stations (in order of preference)	
13.	Last 05 years APAR grading **2019-20** | **2020-21** | **2021-22** | **2022-23** | **2023-24**	
14.	Additional information, if any, in support of suitability for the post. Enclose a separate sheet, if the space is insufficient	

Undertaking: I have carefully gone through the vacancy circular / advertisement and the information / details furnished by me are correct and true to the best of my knowledge and no material fact has been suppressed / withheld.

Place:
Date:

Signature of the Candidate
Mobile No:
E-mail ID:

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Annexure-II

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: