

**Sub: Appointment of a Secretary to the Advisory Board for Banking and Financial Frauds (ABBFF) on contractual basis at New Delhi**

Central Vigilance Commission invites applications from retired Chief General Manager/General Manager of Public Sector Bank (PSB)/ Public Sector Financial Institution (PSFI) having experience in HR/Vigilance and Banking/Financial Sector, for appointment as Secretary to the Advisory Board for Banking and Financial Frauds (ABBFF) on contractual basis , initially for a period of two years, extendable upto maximum tenure of four years in all or upon reaching to 68 years of age, whichever is earlier.

2. Interested retired persons are requested to submit their application in the prescribed format ( specimen attached) to the Commission by 25.03.2022 before 06.00 pm at the following address/ email : rajeev.varma@nic.in:

The Secretary,  
Central Vigilance Commission,  
Satarkata Bhawan,  
Block-A, GPO Complex, I.N. A.  
New Delhi -110 023

3. Application received after 6.00 pm of 25.03.2022 either by email/ hand delivery/post will not be entertained.

4. On receipt of application, communication shall be sent on email id given by applicant.

5. Screening Committee at CVC shall shortlist candidates and a few short-listed candidates shall be interviewed ( either in person or online as the case may be) by the Panel constituted for this purpose to recommend suitable names to Competent Authority for final selection.

6. The selected person shall be intimated to join immediately and report to Chairman, ABBFF.

## **Terms of appointment of Secretary to the Advisory Board of Banking and Financial Frauds (ABBFF) at New Delhi**

### **1. Tenure of Appointment**

The appointment of the Secretary to ABBFF on a regular (but contractual) basis, shall be initially for a tenure of 2 years extendable upto maximum tenure of 4 years in all or upon reaching 68 years of age, whichever is earlier. The extension will be subject to annual review of performance. The contract shall be terminable with a notice of three months.

### **2. Eligibility**

#### **a. Mandatory Qualification/Exposure:**

1. The applicant should be retired Chief General Manager/General Manager (before the closing date of submitting application under this selection process) from Public Sector Bank (PSB)/ Public Sector Financial Institution (PSFI) and should not be above 62 years of age.
2. Should have adequate experience in understanding Vigilance related matters of Banking/ Financial Fraud Cases and Credit related Matters.
3. Should have experience of handling vigilance matters of a Public Sector Bank/ Public Sector Financial Institutions for not less than 3 years in :

HR/ Vigilance Department in a PSB/PSFI

Or

as Chief Vigilance Officer of a PSB/PSFI

Or

as an Advisor (Banking) in the Central Vigilance Commission

4. Should have experience of working in Credit Department of a PSB/ PSFI for not less than three years, particularly of handling Large Exposure cases/ High Value Loan accounts, at the field level (Branch/Credit Vertical). Preferably should have worked as Branch Head of such Branch.
5. Applicant should have a clean track record and no Major Penalty/ Charge Sheet should have been inflicted /issued against him.

b. Desirable Qualifications/Exposure:

Having worked in HR (in Senior/Top Management Grade) with exposure in Disciplinary Action Deptt. And having handled Vigilance/ Investigation/ Sanction of prosecution related matters pertaining to various Fraud accounts of Banks/ Financial Institutions.

**3. Job Responsibilities**

The Secretary to the Board is expected to attend to the work as per the requirement of the Board and shall also perform any other secretarial work as decided/assigned by the Board.

**4. Honorarium**

Subject to tax, a consolidated monthly honorarium of Rs.1,25,000/- (Rupees one lakh twenty five thousand only) shall be paid. Goods & Service Tax, if applicable, in this regard will be borne by RBI.

**5. Logistic support**

Logistic support shall be provided by RBI.

No sitting fee/ local conveyance or telephone charges will be paid/ reimbursed to the Secretary to the Board. No reimbursement facility shall be provided. No perks / allowances etc. shall be payable other than the Honorarium as mentioned above by RBI.

**Application for the post of Secretary to Advisory Board for Banking and Financial Frauds (ABBFF) on contract basis at New Delhi**

Recent  
Passport  
Size  
Photograph

1.	Full Name (in Block Letters)	
2.	Father's/Husband's Name	
3.	Date of Birth	
4.	Contact details	Mobile No./Tel. No. <input type="text"/>
		Email ID <input type="text"/>
5.	Address for communication	
		PIN: <input type="text"/>
6.	Permanent Address	
		PIN: <input type="text"/>
7.	Whether SC/ST/OBC	
8.	Whether Physically handicapped	
9.	Date of retirement and the post from which retired (enclose copy of retirement order)	
10.	Name of the Organization from which retired	
11.	Details of present engagement, if any:	
12.	Last Pay Drawn (Please enclose copy)	
13.	Education/Technical Qualification (Please enclose copy of Certificate/Marks Sheet)	
14.	P.P.O. No. (Please enclose copy)	
15.	Details of Computer Knowledge	
16.	Brief particulars of Experience of the last 15 years (assignment-wise) [A separate sheet may be annexed]	
17.	Whether any Major Penalty/Punishment was imposed on the applicant during the career ? If yes, give details.	
18.	Additional relevant information, if any, in support of your suitability for the said engagement. ( attach a separate sheet, if necessary).	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect/incomplete or ineligibility being detected at any time before or after selection/interview, my candidature is liable to be rejected and I shall be bound by the decision of the Central Vigilance Commission. I have read the circular and ready to accept all the terms and conditions for engagement of Secretary to ABBFF on contract basis.

Signature

Place:

Date:

(Full name of the applicant)

