

**KANDLA PORT TRUST**

**VIGILANCE DEPARTMENT**

**CIRCULAR NO 07**

Sub :Vigilance clearance in respect of HODs – reg

It is observed that recently one of the HODs made an official visit Abroad (Iran) and Vigilance clearance procedure for the purpose as prescribed in the Circular No KPC/4002-Vig/248-A dated 18.03.2013 from Vigilance Department, KPT has not been followed. In this regard, it is presumed that the Vigilance clearance might have been obtained from the Ministry of Shipping, being the case of HOD, for this visit. In another case, an HOD has requisitioned Vigilance clearance from Vigilance Department, KPT for a Foreign Seminar and signed the Vigilance clearance format himself, which is not appropriate.

Keeping the above instances in view, it has been decided to streamline the issue of Vigilance clearance for HODs in KPT.

As such, henceforth the Vigilance profile/clearance in the case of HODs may be controlled/requisitioned by G A Department, after administrative approval, in the prescribed format i.e. Format III of Circular No KPC/4002-Vig/248-A dated 18.03.2013. On receipt of Vigilance profile from Vigilance Department after processing, GA Department will forward the same to Ministry of Shipping for further necessary action.

This may be noted for future compliance.



Chief Vigilance Officer

Secretary/All HODs

No KPC/4002-Vig/ 940

dated :13<sup>th</sup> September, 2013

Copy to :-

- (i) Sr. PS to Chairman – for information of Chairman.
- (ii) Sr. DD(EDP) – for posting in the website.

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16/9/13