

प्रिय रंजन
वन महानिरीक्षक

Priya Ranjan

Inspector General of Forests



सत्यमेव जयते

भारत सरकार
पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय
GOVERNMENT OF INDIA
MINISTRY OF ENVIRONMENT, FOREST
AND CLIMATE CHANGE

D.O. No. 12034/04/2026-IFS-I

Date: 16th October, 2026

Dear Madam/Sir

Kindly refer to the Consolidated Empanelment Guidelines dated 12.03.2008 issued by the DoPT, Govt. of India for evaluating suitability of officers for holding Joint Secretary/Equivalent posts at the Centre and to inform that now, 2007 and 2008 batches of Indian Forest Service have become eligible and is under consideration for empanelment at Joint Secretary level in Government of India.

2. In order to expedite the process of the aforesaid empanelment, it is requested that the following information pertaining to all eligible officers of the Indian Forest Service belonging to the State cadre, who have a residual service of more than four years, may please be forwarded to this Ministry at the earliest.

(i) Duly filled revised 13 point CVC pro-forma (attached). It may also be ensured that the particulars of the officers for whom Vigilance Clearance are being sought shall be drawn in two separate parts (i.e. 1 to 7 and 8 to 13 separately). Further, it may please be ensured that there is no gap in posting details, no columns are left blank, the pro-forma is ink signed and duly stamped and dated.

(ii) It may also be informed whether any officers of 2007 & 2008 batch of IFS belonging to your State/cadre is/was on foreign assignment/assignment equivalent to Rule 6.2(ii) of consolidated deputation guidelines dated 28.11.2007 during last 02 years.

(iii) Copy of Immovable Property Return (IPR).

(iv) Contact details of Reporting, Reviewing and Accepting Authorities and Present posting profiles.

(v) Date of grant of super time scale (Grade pay Rs. 10,000/-) to the officer.

(vi) Also, provide updated Executive Record Sheet in the format copy enclosed.

Encls.: As above

With regards

Yours Faithfully,

(Priya Ranjan)

To,

1. The Chief Secretaries/Administrator,
2. All State Governments/Union Territories.
3. All Ministries Government of India
4. NIC for placing the circular on the IFS website.



ए-306, आकाश विंग, तृतीय तल, इंदिरा पर्यावरण भवन, जोर बाग रोड़, नई दिल्ली-110 003, दुरभाष: 011-20819394
A-306, Akash Wing, 3rd Floor, Indira Paryavaran Bhawan, Jor Bagh Road, New Delhi-110 003, Ph. : 011-20819394
E-mail : lgf.ifs-moefcc@gov.in



LIFE
Lifestyle for
Environment



केंद्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi-110023
सं. / No. 021-AIS-1(2)
12.03.2026
दिनांक / Dated.....

CIRCULAR No. 01/03/26

Sub: - Revised Proforma for furnishing details of officers by the Cadre Controlling Authorities while seeking vigilance clearance – modification of Point No.7 - reg.

Kind attention is invited to the Central Vigilance Commission's Circular No. 06/02/24 of even number dated 23.02.2024 vide which 13 Point Proforma capturing departmental input on antecedents of concerned officer has been circulated. At Point No. 7 of the 13 Point format, posting details of the officer(s) are furnished by the Cadre Controlling Authorities for soliciting Commission's input on vigilance status of the officer(s).

2. It has now been decided that Point No. 7 of the 13 Point proforma may be modified to capture more details of the officers as under: -

Present provision

7. Positions held **including whether the officer has functioned as a CVO in part-time or additional charge capacity.**
(during the ten preceding years)

Modified provision

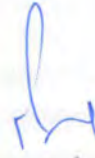
7(A). Positions held during the ten preceding years:

Sl.No.	Organization (Name in full)	Designation & Place of posting	Administrative/ nodal Ministry/ Deptt. concerned (in case of officers of PSUs etc.)	From	To
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7(B). Whether the officer has functioned as a CVO in part-time or additional charge capacity(details thereof):

7(C). Whether the officer is currently placed under suspension: Yes/No

3. The Commission has also decided for deletion of (*) mark at the end of 13 point proforma mentioning therein that "If vigilance clearance had been obtained from the Commission in the past, the information may be provided for the period thereafter".
4. A copy of the prescribed proforma along with ibid modification, is enclosed herewith for information and use by Administrative Ministries/ Department/ Organizations for seeking vigilance status of officer(s) and/or for assessing suitability of officer(s) for appointment as CVO.
5. This issues with the approval of the Commission.



(Puneet Meena)
Director

Encl: as above.

**PARTICULARS OF THE OFFICER FOR WHOM VIGILANCE
COMMENTS/ CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HOD)

1. Name of the Officer (in full) :
2. Father's name :
3. Date of Birth :
4. Date of Retirement :
5. Date of Entry into Service :
6. Service to which the officer belongs including batch/
year/cadre etc. wherever applicable :

7(A). Positions held during the ten preceding years:

Sl.No.	Organization (Name in full)	Designation & Place of posting	Administrative/ nodal Ministry/ Deptt. concerned (in case of officers of PSUs etc.)	From	To

7(B). Whether the officer has functioned as a CVO in part-time or
additional charge capacity(details thereof) :

7(C). Whether the officer is currently placed under suspension: Yes/No

DATE:

(NAME AND SIGNATURE)

VIGILANCE PROFILE OF OFFICERS FOR WHOM VIGILANCE
COMMENTS/ CLEARANCE BEING SOUGHT

(To be furnished by the CVO or HOD)

Name of the Officer :

8. Whether the officer has been placed on the
“Agreed List” or “List of Officer of Doubtful
Integrity”. (If yes, details to be given) :

9. Whether any allegation of misconduct
involving vigilance angle was examined
against the officer during the last 10 years and
if so with what result. :

10. Whether any punishment was awarded to
the officer during the last 10 years and if so,
the date of imposition and details of the penalty. :

11. Is any disciplinary/ criminal proceedings
or charge sheet pending against the officer, as on
date. [If so, details to be furnished-including
reference no., if any, of the Commission] :

12. Is any action contemplated against the
Officer as on date [If so, details to be furnished] :

13. Whether any complaint with vigilance
angle is pending against the officer [if so,
details to be furnished]. ;

DATE:

(NAME AND SIGNATURE)

Comp. No.:27292
F.No. 12016/10/2025-IFS-I
Government of India
Ministry of Environment, Forest and Climate Change

Prithvi, 6th Floor,
Indira Paryavaran Bhawan,
Jor Bagh Road, New Delhi -110 003.
Dated: 07th August, 2025

To

The ACS/ Principal Secretaries/ Secretaries,
All State Governments/Union Territories

Subject: Upgradation/maintenance of IFS Website (ifs.nic.in)

Sir/Madam,

I am directed to inform that the website of Indian Forest Service (IFS) i.e. <https://ifs.nic.in> is under currently upgradation/maintenance and will not be accessible for some time. During this period, all the relevant information and updates on matters relating to the Indian Forest Service will be available on the website of this Ministry and can be accessed in the link <https://moef.gov.in/ifs>.

2. However, the online updation feature of the Executive Record Sheet Module will also be not available. Hence, officers seeking to update the ER Sheet while applying for various posts or for empanelment purposes etc, may submit the updated Executive Record Sheet in the format enclosed herewith.

3. It is requested that this information may kindly be widely circulated amongst the Indian Forest Service officers of the State/UT.


(Prem Prakash Maurya)
Under Secretary to the Govt. of India
Ph - 011-20819192

Copy to:

- i.All Principal Chief Conservators of Forests & HoFF of State/UT Administrations.
- ii.The Director General, Indian Council of Forestry Research and Education, P.O. New Forest, Dehradun-248 006.
- iii.Director, IIFM, Nehru Nagar, Bhopal-462 003.
- iv.The Director General, Forests Survey of India, Kaulagarh Road, Dehradun.
- v.The Director, Indira Gandhi National Forest Academy, P.O. New Forest, Dehradun.
- vi.All IFS officers in the Ministry of Environment, Forest and Climate Change (including National Afforestation Eco-Development Board)/ Ministry of Agriculture/ Ministry of Rural Development.
- vii.All IFS officers (through email.) for information.
- viii.All Ministries of Government of India
- ix.NIC for placing the circular on the Ministry Website/Spare copies.

Complete Executive Record Sheet Report

Name of the Officer:	
Service:	Indian Forest Service
Cadre/Allotment Year :	
Date of Birth :	
Gender :	
Place of Domicile :	
Date of Appointment to IFS :	
Recruitment Source :	
IFS Cadre :	

Officer Address :		Marital Status :	
Telephone Office :		Telephone Residential:	
Fax Number:		Mobile :	
Email Address:		If Tenure Post (Yes/No), If Yes, Date of Expiry of the Tenure	

Educational Qualifications.

Qualification I	Qualification II	Qualification III

Posting Details

S. No	Date of Posting From	Date of Posting To	Post Hold	Department	Post Under (Cadre/Ex-Cadre/CDR(CSS-MoEF)/ CDR (CSS-DoP&T)	Pay Level/ Pay Scale & Grade Pay	Date of Pay Level/ Scale

Training Details

S. No.	Training Type (Domestic/ Foreign)	Financial Year	Duration (in Day/ Month)	Training From	Training To	Institute Name	Subject Name	Country Name

Specialization Details

Area of specialization I	Area of specialization II	Area of specialization III	Publication	Award