

**F. No. 13-31/3/2026-Vig**  
**Government of India**  
**Ministry of Heavy Industries**  
**Vigilance Section**

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Room No. 429-A, Udyog Bhawan, New Delhi  
dated the 17th March, 2026

**CIRCULAR**

**Subject: Empanelment of retired officers as Inquiry Officers for conducting departmental inquiries- reg.**

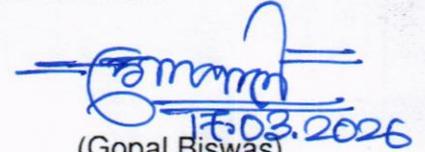
Ministry of Heavy Industries proposes to empanel retired officers as Inquiry Officer for conducting departmental inquiry against the delinquent officials.

2. Interested officers, who retired from Ministries/Departments under Government of India, not below the level of Senior Administrative Grade in Central Government or equivalent officers in State Government/PSU and who are eligible to be appointed as inquiry officer for the purpose of conducting departmental inquiries as per terms & conditions stipulated in Department of Personnel & Training's OM No. 142/40/2015-AVD.I dated 15.09.2017 are requested to submit their application in the prescribed format (Annexure) along with a copy of their Pension Payment Order (PPO) for empanelment as Inquiry Officers.

3. The rates of honorarium and other allowances payable to the Inquiry Officers would be as per provisions stipulated in the DOPT's OM No. 1668597747466 dated 16.11.2022.

4. Willing and eligible retired officers may submit their application complete in all respect in the prescribed proforma at e-mail- gopal.b13@nic.in by 31.03.2026. A copy of each OM as mentioned above is attached herewith.

Encl.: As above.

  
(Gopal Biswas)

Under Secretary to the Government of India  
Tel- 23061709

Copy to:  
NIC Cell, Ministry of Heavy Industries with a request to upload this circular on Ministry's website for wider publicity

**Annexure**

**APPLICATION FOR APPOINTMENT OF RETIRED GOVERNMENT SERVANTS  
AS THE INQUIRY OFFICER TO CONDUCT DEPARTMENTAL INQUIRY**

Name of the Officer (In capital letters)	
Date of retirement from government services	
Details of the Ministry and posts held during the service	
Have you ever assigned the responsibility of the Inquiry Officer	
If yes, the details thereof	
Whether retired on attaining the age of Superannuation or voluntary retirement	
Whether any penalty was imposed during the service	
If yes, the details thereof	

Name and signature  
Permanent/Present Address &  
Contact Number

Place:

Date:

**(The empanelment of retired officers for their appointment as the Inquiry Officer will be done by a Committee comprising of three Joint Secretary Level Officers including CVO of the concerned Ministry/Departments/PSUs)**