

3

No.372/19/2011-AVD-III(Pt.I)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

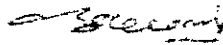
New Delhi the 26th September, 2011.

OFFICE MEMORANDUM

Subject: Strengthening of Vigilance set-up in Ministries/Departments.

The Government had constituted a Group of Ministers (GoM), on 6th January, 2011 with the approval of the Prime Minister to consider measures that can be taken by the Government to tackle corruption. One of the terms of reference (ToR) of the GoM was to consider and advise on "*Fast tracking of all cases of public servants accused of corruption*". The GoM, while considering this (ToR) also considered certain important recommendations of the Hota Committee (*Committee of Experts to review the procedure of Disciplinary/Vigilance Inquiries and recommended measures for their expeditious disposal*) has made a recommendation that **vigilance administration of the Central Ministries/Departments may be strengthened.**

This recommendation of the GoM has been accepted by the Government. Accordingly, all Ministries/Departments are advised to strengthen their vigilance administration with requisite manpower with a view to ensuring expeditious disposal of disciplinary cases. The Ministries/Departments may, where appropriate, consider setting up of a monitoring cell to review and monitor the progress of all pending Disciplinary Inquiries on a day-to-day basis, with a view to ensuring their timely conclusion.


(V.M. Rathnam)

Deputy Secretary to the Government of India
Tel. No. 011-23094637

To

1. All Ministries/Departments as per standard list.
2. Central Bureau of Investigation, CGO Complex, New Delhi.
3. Prime Minister's Office, South Block, New Delhi.
4. ✓ NIC, DoP&T for uploading on the website of the Department.

Copy to:-

1. Central Vigilance Commission, Satarkata Bhawan, New Delhi.
-

A. **Name of Ministry/Department** :

Address :

I. **Strength**

No. of Group "A" Officers :

No. of Group "B" Officers :

No. of Group "C" Officers :

No. of Group "D" Officers :

Total :

II. **Vigilance Set-up**

CVO (Joint Secretary/Director) : Yes/No
(Please indicate whether full-time/part-time*)

No. of Officers/Staff in the Vigilance-Set up (Please indicate whether on full-time/part-time basis*) (Eg. Director, Deputy Secretary, Under Secretary, Desk Officers/ Section Officers, Assistants etc.)	Name of Post (1)	Percentage of time spent on Vigilance Work (2)

B. **QUANTUM OF WORK LOAD :**

I. **COMPLAINTS:**

No. of complaints received during 2011 and upto 30.06.2012):

No. of cases disposed :

No. of cases pending :

Average time taken for disposal of a complaint :

II. **DISCIPLINARY PROCEEDINGS :**

	<u>Major Penalty</u> (1)	<u>Minor Penalty</u> (2)
No. of cases of disciplinary proceedings pending as on 01.01.2011 :	(1)	(2)
No. of cases added during the period from 01.01.2011 to 30.06.2012 (1 ½ years) :	---	---
No. of cases disposed during the period from 01.01.2011 to 30.06.2012 :	---	---
No. of cases pending as on 30.06.2012 (Break-up of above pending cases) :	---	---
Cases pending decision over 6 months after CVC's 1 st stage advice :	---	---
Cases pending decision over 6 months after CVC's 2 nd stage advice:	---	---
No. of Major penalty proceedings pending for more than one year :	---	---
No. of Cases pending with I.O. for more than 6 months :	---	---

III. **PROSECUTION SANCTION:**

No. of cases pending sanction for prosecution :

No. of cases finalised in consultation with CVC during the period
from 01.01.2011 to 30.06.2012 :

Average time taken for final disposal of each case :

* In case of part time vigilance work, indicate the appropriate part or percentage of the officer's time spent on vigilance work (eg. 10% or 15% of the total time or indicate 1/2 or 1/6 etc of the total time of the officer).

C. **PUBLIC SECTOR UNDERTAKINGS** :

No. of PSUs under the administrative control of the Ministry/Department :

Does all the PSUs have a separate Vigilance set-up including a full time CVO:

Details of the Vigilance set-up in each PSU :

No. of complaints pending in each PSU :

No. of disciplinary cases pending in each PSU :

No. of disciplinary cases pertaining to PSUs handled by the
Ministry/Department during the period 01.01. 2011 to 30.06.2012 :

No. of cases for Sanction for Prosecution in respect of each PSU handled
in the Ministry/Department during the period 01.01.2011 to 30.06.2012. :

D. Whether the present vigilance set-up in the Ministry/Department
is adequate to handle the present volume of work. :

E. Has there been any significant increase in the volume of vigilance
related work in the Ministry/ Department in the last five years.
If so, what is the percentage of increase. :

F. What is the percentage of increase in the staff strength of the
vigilance unit in the Ministry/Department during this period. :

G. Do you consider it necessary to increase present staff strength.
If so, details of the proposed increase. :

H. Is there a Monitoring Cell in the Ministry/Department to review and
monitor progress of all pending disciplinary cases on a day-to-day basis? :
If so, what is the present structure of the monitoring cell?

**LIST OF CVOS/VOS IN ATTACHED & SUBORDINATE
OFFICES OF MHA**

S. NO.	ORGANISATION	CVO'S ADDRESS	TELEPHONE & FAX NOS.
1.	ASSAM RIFLES	MAJ. GENERAL R K LAKHANPAUL ADDITIONAL DGAR & CVO, ASSAM RIFLES, SHILLONG - 793 011, MEGHALAYA.	☎-0364 270 5009 FAX- 223 0222/ 223
2.	BPR&D*	DR.DHANI RAM ASSISTANT DIRECTOR (ADMN.), BUREAU OF POLICE RESEARCH & DEVELOPMENT, CGO COMPLEX, NEW DELHI - 3.	☎-2436 5009/0371 FAX.-2436 9825
3.	BSF	SHRI A K SUROLLIA,,IPS, IG (PERS) & CVO, BORDER SECURITY FORCE, BLOCK NO. 10, 5 TH FLOOR, LODHI ROAD, NEW DELHI - 3.	TELEFAX- 2436 1519,
4.	CISF	SRI S. B. SINGH,IPS CHIEF VIGILANCE OFFICER, CENTRAL INDUSTRIAL SECURITY FORCE, BLOCK NO. 13, CGO COMPLEX, NEW DELHI -3.	☎- 2436 2553 FAX-2436 1202
5.	CRPF	SHRI R.K. VISHWAKARMA,IPS IG (PERS & COMN) & CVO, CENTRAL RESERVE POLICE FORCE, BLOCK NO. 1, CGO COMPLEX, LODHI ROAD, NEW DELHI - 3.	☎-2436 0512 FAX-2436 2476
6.	DCPW	SHRI HOSHIAR SINGH, VIGILANCE OFFICER/ADDITIONAL DIRECTOR (POLNET), DIRECTORATE OF COORDINATION (POLICE WIRELESS), 6 TH FLOOR, ROOM NO. 674, BLOCK 9, CGO COMPLEX, LODHI ROAD, NEW DELHI -3.	☎-2436 0115 FAX.-2436 2769
7.	NDRF*	SHRI MUKUL GOEL, IPS,IG, DIRECTOR GENERAL OF NATIONAL DISASTER RESPONSE FORCE, EAST BLOCK - 7, LEVEL 7, R. K. PURAM, NEW DELHI - 66.	☎-2616 0252 FAX-26105912
8.	ITBP	SHRI K.B. SINGH, IG (HQ) & CVO, INDO-TIBETAN BORDER POLICE, CGO COMPLEX, BLOCK 2, LODHI ROAD, NEW DELHI - 3.	TELEFAX.-2436 4144
9.	IB	SHRI RAJIV KAPOOR,IPS, CHIEF VIGILANCE OFFICER INTELLIGENCE BUREAU, NEW DELHI.	☎-2309 3115 FAX.- 2309 3117
10.	NCB*	SHRI A.K. JAISWAL,, DDG(HQRS) & CVO, NARCOTICS CONTROL BUREAU, WEST BLOCK 5, WING 5, R. K. PURAM, NEW DELHI.	☎-2618 1090 FAX.- 2618 5240

11.	NCDC	R.S. CHAUDHARI, ASST. DIRECTOR/VO NATIONAL CIVIL DEFENCE COLLEGE, CIVIL LINES NAGPUR.	TELEFAX - 0712 256 5614
12.	NCRB*	SHRI N. K. SINGH, ASSISTANT DIRECTOR (ADMN.)/VIGILANCE OFFICER NATIONAL CRIME RECORDS BUREAU, BLOCK 7, R. K. PURAM EAST, NEW DELHI - 66.	☎ -2617 7427(EXT.221) FAX 2618 0347
13.	NFSC*	SHRI SHAMIM, DIRECTOR/VIGIANCE OFFICER, NATIONAL FIRE SERVICE COLLEGE, NAGPUR.	☎ -0712-253 2075 FAX 0712-256 0075
14.	NICFS	SHRI B.N. BHATTACHARYA, DIGP (ADMN) & C VO NATIONAL INSTITUTE OF CRIMINOLOGY & FORENSIC SCIENCE, SECTOR 3, ROHINI, OUTER RING ROAD, NEW DELHI - 85.	☎ 2752 1104 FAX.- 2751 1571
15.	NSG	DR. R.P. SHARMA., IG (HQ.) & CVO, NATIONAL SECURITY GUARD, P.O.-MEHRAM NAGAR, NEAR DOMESTIC AIRPORT, PALAM, NEW DELHI	TELEFAX.- 2567 1634
16.	RGI*	RAM GOPAL, US(VIG.)/VO RGI & CENSUS COMMISSIONER OF INDIA, 2A, MANSINGH ROAD, NEW DELHI.	☎ -2338 6415 FAX.-2338 3145
17.	SVPNPA*	SHRI PRAVEEN KUMAR SINHA, DEPUTY DIRECTOR, SVP/ NATIONAL POLICE ACADEMY, HYDERABAD.	☎ 040-24015195 040-24015151 FAX - 040 24015179
18.	SSB	SHRI S.K. GAUTAM, IPS, IG (PERS.) & CVO, SASHASTRA SEEMA BAL, R. K. PURAM, EAST BLOCK - 5, NEW DELHI - 66.	TELEFAX.- 2618 8211
19.	ZCS*	DEPUTY SECRETARY (ZCS), ZONAL COUNCIL SECRETARIAT, GALLERY NO. 9, BLOCK NO. 11, JAMNAGAR HOUSE, NEW DELHI.	FAX.- 2338 8883
20.	NEPA*	SHRI ANIL KUMAR, JOINT DIRECTOR & CVO, NORTH EASTERN POLICE ACADEMY, UMSAW, UNIAM, MEGHALAY - 793 123	FAX - 0364 2570464
21.	NIA	SHRI SANJEEV KUMAR SINGH, IPS, IG & CVO, NATIONAL INVESTIGATION AGENCY, 3 RD FLOOR, SPLENDOR FORUM, JASOLA DISTRICT CENTRE, NEW DELHI-110 025	☎ -2994 7029 FAX.-2994 7028

* Concerned organization has not taken the approval of MHA/CVC while appointing CVO/VO.
@ Appointment of CVO/VO is in process.