

F.No.372/4/2016-AVD-III
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi-1
Dated: 18 April, 2017

To

All Secretaries
Government of India

Subject: Online Vigilance Status of Board Level Executives of CPSEs

Madam/Sir,

As you are aware that Government decided to put in place a Web-enabled online system for vigilance status of officials working in CPSEs to expedite appointment to Board Level Officials in various CPSEs/other Organizations.

2. The system was made operational in the last week of February, 2017. The Chief Vigilance Officers (CVOs) of the Ministries/Departments were directed to update the vigilance status of Board Level Officials pertaining to CPSEs/other Organizations under their jurisdiction. Similarly, the CVOs of various CPSEs/Organizations were asked to update the vigilance status related to Below Board Level Officials of their Organizations in the Web- Enabled System. The details to be uploaded were Officer Profile, Agreed List, List of Officers of Doubtful Integrity (ODI), Disciplinary Proceedings, Prosecution Sanctions, and Complaints under Investigation/ Inquiry. The Chief Executives /Heads of these Organizations were to ensure that their Human Resource Department/Divisions provide the necessary details of the Officers to the CVOs so that the system is implemented in time.

3. The software was formally launched on 30.03.2017 by Hon'ble Minister of State for Personnel. Subsequent to the launch, the system is operational w.e.f. 10.04.2017 with added security features to ensure confidentiality and security of data. The detailed working of the system is explained in the User Manual which has been uploaded in the system. However, the key features, roles and responsibilities of various stakeholders are explained as follows:

3.1 **User Registration**: Any new user will have to register on the system online. They will have to submit their email and password during the registration. The validation of the registration for CVOs/other officers of Ministries/Departments will be undertaken by DoPT. The user validation of CVOs and other officers working in various CPSEs will be undertaken by CVOs of the concerned Ministries/Departments. For those CVOs and officers, who have already registered, there is no need to go through this process again. But in case of any transfers or requirement of registration afresh, the above procedure will be undertaken. As of now, one CVO and one officer working below the CVO has been allowed to register as user. In case of a transfer, while the new incumbent will be registered, the validating authority will have to deregister the former incumbent mandatorily.

3.2 Subsequent to the registration, the login and password will be communicated through the email and password provided by the user. From 10.04.2017, a new secure procedure has been put in place wherein once the user enters the username and password for login, an OTP will be sent to the mobile number and email address registered by user. The user will have to enter the OTP Code to login every time. This is to ensure enhanced confidentiality, security and preventing any possibility of delegation of power to subordinate officials by passing on the User name and Password. It is clarified that the user name and password should not be disclosed to any other official as the sanctity of data in the system cannot be jeopardized at any cost.

3.3 **Responsibility of CVOs**: CVOs will, undertake updation of Vigilance Profile regularly as follows:

- (i) For Board Level Officials and officials who are one level below Board, this updation will have to be carried out once every month. The updation will have to be done even if there are no changes in the Vigilance Profile. Even a Nil/Clear report will have to be updated every month.
- (ii) For officers who are second level or below, the updation will have to be done every three months in the same way as above.
- (iii) As and when the selection process for any vacancy is initiated, the ACC/PESB, as the case may be, will communicate through online system, the

details of officers who have applied against the notified vacancies. Such requests will be reflected in the module of the following stakeholders:-

- (a) Central Vigilance Commission
- (b) CVOs of the concerned Ministries/Departments or the CPSEs/ Organizations where the officials are working, depending upon whether the officials are Board Level or below Board Level.
- (c) Central Bureau of Investigation
- (d) The administrative Ministry/Department under which the vacancy exists.

(iv) The request sent will be flagged online as priority list and communicated through the registered email. The CVO will ensure that the Vigilance Profile of such officers is updated in a weeks' time based on the available records. The same will be reflected on the portal with the last date of updation being displayed.

3.4 The Chief Vigilance Commission will take into consideration the inputs provided by the Chief Vigilance Officers and CBI to finalize the Vigilance report for onward communication to ACC or PESB as the case may be, based on the policy directives and circulars issued by CVC and DoPT, the online system is a tool to facilitate availability of updated information accurately, timely and objectively for finalization of vigilance profile.


3.5 **DoPT**: DoPT's role primarily is for seamless operationalisation of the system, validating the username and password of all users (except the CVOs of CPSEs) and bringing in necessary improvements in the system to cater to the practical difficulties that arise during the implementation with the help of NIC. For this, a Helpdesk has been created with following Phone Numbers and email address to resolve both technical and administrative issues arising during the implementation of the system:

- (i) For technical issues : Shri B. Ravi – 23092776
Email: bravi@nic.in
Ms. S. Shobhana – 23092776
Email: shobhana@nic.in
- (ii) For administrative issues: Shri P.P. Singh – 23094224
Email: pp.singh69@nic.in



4. Accordingly, it is requested that these directions may be communicated to the Chief Executives/Heads/Chief Vigilance Officers of the CPSEs under the control of the Department/Ministry and Chief Vigilance Officers of the Ministry/Department for strict compliance.

Yours faithfully,


18/4/17

(Devesh Chaturvedi)

Joint Secretary to the Govt. of India

Copy to :

1. PPS to Additional Principal Secretary to Hon'ble PM, PMO, New Delhi.
2. PPS to Cabinet Secretary, Cabinet Secretariat, New Delhi.
3. Establishment Officer, DoPT, North Block, New Delhi.
4. Secretary, Central Vigilance Commission, Satarkata Bhawan, INA, New Delhi.
5. Director, Central Bureau of Investigation.
6. Secretary, PESB, CGO Complex, Lodhi Raod, New Delhi