PROPOSED 2-DAY INDUCTION TRAINING ON PREVENTIVE VIGILANCE

(SMALLER GROUP UPTO 15)

DAY 1	ACTIVITY	TIME

Activity-1	➢ **Preventive Vigilance "A Conceptual Framework":**
	    • *Overview of Vigilance functions including evolution.*
	    • *Punitive, Participative & Preventive Vigilance*
	    • *Importance of Preventive Vigilance*
	    • *Examples of best practices both within India and outside India on Preventive Vigilance.*
		1.0hrs
		
		15 min

	➢ **Film on Preventive Vigilance by the Central Vigilance Commission:** • *Film on Preventive Vigilance prepared by the Commission for Vigilance Awareness Week-2018may be screened. It is on the website of the Central Vigilance Commission.*	45min

	➢ **Lecture on Procurement including Government E-Marketplace – Need for efficiency and transparency**
	Or
	    ➢ **Lecture on Audit – an overview**
	Or
	    ➢ **Department of Public Enterprises Guidelines (if not taught separately)**
	Or
	    ➢ **Reserve Bank of India Guidelines (if not taught separately)**
	    ❖ **In case the number of participants is less the**
		1.0 hrs
		
		15 minutes for discussion and 10 minutes for presentation

	sessions above can be reduced to 1.5 – 2.00 hrs and the experience sharing session may be conducted in the forenoon. ➢ *Experience sharing (Group Activity)* – with moderator* *Maximum 5 participants in a group	by each group
	Lunch Break	
Activity-2	➢ **Case studies on Preventive Vigilance (best practices):** • *The organization may invite expert panelists from the relevant sectors for a presentation on two* **Case Studies** *of Preventive Vigilance initiatives in their organization* • *The session may be kept interactive.*	

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(SMALLER GROUP UPTO 15)

DAY 2	ACTIVITY	TIME
Activity-1	➤ Group Discussions on Preventive Vigilance Measures on the following topics (indicative list)%	Forenoon

A. Procurement Principles
- General Financial Rules
- Central Vigilance Commission Guidelines
- Government E-Marketplace
- E-procurement

(Chief Technical Examiners to be involved in preparation of this module)

B. Audit
- Objectives of Audit
- Compliance
- Statutory
- Performance
- Internal/concurrent
- Forensic

C. Whistle Blower Mechanism
- Internal in every organization
- Protection of Whistle Blower
- Feedback on action taken
- Use of technology

D. Ethics
- Evolution over ages
- Ethical Dilemma – case studies
- Conflict of interest
- Experience from the field visit - may be linked with village visit
  - Or
- If the village visit is to take place latter then to discuss and evolve some activity which

can be taken up during the village visit

E. **Technology as an Enabler**
   - **Leveraging technology**
   - **Cyber crime**
   - **Innovation**

F. **E-Governance**
   - **Process Re-Engineering**
   - **Reducing Discretion**

G. **Conduct Rules**
   - **Overview**
   - **Constitutional Basis**
   - **Major provisions – Central Civil Services -Classification, Control and Appeal Rules/ All India Service Rules/ Railway rules/any other relevant service rules**

H. **Right to Information**
I. **Complaint Handling System**
J. **Transparency**

The organizer may divide the participants into 6 groups and assign specific topic from above indicative list or any other topic specific to the organization for the groups to discuss on:

(a) *The Group should identify the bottlenecks in the vertical which make it vulnerable to corruption or lack of transparency and efficiency in implementation of schemes etc.*

(b) *Group should suggest preventive measures to plug the bottlenecks with*

	timelines. *(c) Prepare a power point presentation of about 10 minutes (10 slides maximum)*	
	Tea Break	
	➤ **Activity-1 continues……….(preparation of power point presentation)**	
	Lunch	
Activity-2	➤ **6 Groups to make a presentation about their topic before an Expert Panel#:** • The groups to make a presentation of their paper before an Expert Panel with time slotted for inclusion of question and answer session.(10 minutes each and 15 minutes interactive)	**2.0 hrs**
	a. **Group – 1**	
	b. **Group – 2**	
	c. **Group – 3**	
Activity-3	➤ **Expert Panel to discuss Preventive Vigilance as a strategy and alsocomment on each group presentation and way forward:** ✚ *In the Expert Panel# Discussion the experts to provide their general and specific comments on each group presentations* ✚ *Way forward*	

% One moderator may initiate the Group Discussion (setting the ground rules)

 # Experts may be taken from the organization/training institution or from out side