



VIGEYE VANI

CENTRAL VIGILANCE COMMISSION

Newsletter

Special Issue on Six Preventive Vigilance Activities



सतर्कता जागरूकता सप्ताह 2022
Vigilance Awareness Week 2022

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Message from the Commission

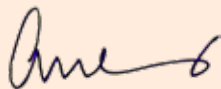
The Central Vigilance Commission (CVC) had observed Vigilance Awareness Week (VAW) 2022 from 31st October to 06th November 2022 on the theme “**Corruption Free India for a Developed Nation : भ्रष्टाचार मुक्त भारत-विकसित भारत**”. During VAW 2022, a function was organized by the Commission on 3rd November 2022 at Vigyan Bhawan, New Delhi which was graced by the Hon’ble Prime Minister of India. During his address, the Hon’ble PM emphasized on need to strengthen the fight against corruption for growth and development of the country.

The Commission firmly believes that India can become a developed nation if good governance is ensured in administration and all stakeholders of the society are engaged in making India free from corrupt practices. In order to achieve this goal, each government organisation is required to adopt transparent systems and procedures ensuring fairness, accountability, efficiency and objectivity in all aspects of administrative activities.

The Commission had launched a three month campaign from 16.08.2022 to 15.11.2022 as a precursor to Vigilance Awareness Week-2022. All the central government organisations were advised to undertake preventive vigilance measures cum housekeeping activities in six focus areas viz. property management, management of assets, record management, technological initiatives, updation of guidelines/circulars and disposal of outstanding complaints. We are pleased to note that over 350 organisations have submitted their action taken reports on the preventive vigilance measures cum housekeeping activities during the campaign.

Through this special edition of Vigeye Vani, the Commission would like to highlight the best practices adopted by the organisations in six focus areas of preventive vigilance, as a motivation for other organisations, to replicate the same in their organisation as per requirements.

The Commission expects all the stakeholders to adopt zero tolerance against corruption which would help in eradicating corruption and make India a developed Nation.

A handwritten signature in blue ink, appearing to read "Arvinda Kumar".

(Arvinda Kumar)
Vigilance Commissioner

A handwritten signature in blue ink, appearing to read "Praveen Kumar Srivastava".

(Praveen Kumar Srivastava)
Central Vigilance Commissioner

Message from the Secretary

It gives me immense pleasure that the Commission is bringing out the 50th edition of the Newsletter VIGEYE VANI. The first newsletter was published in April, 2011.

The Commission has brought out certain Special Editions in the last two years on Banking, Indian Railways, Power Sector and Public Procurement. The 50th newsletter is also a special edition on Six Focus Areas related to preventive vigilance on which the Commission had conducted a three month campaign as a run-up to the Vigilance Awareness Week, 2022.

The Commission organized a programme in Vigyan Bhawan on the occasion of VAW on 3rd November, 2022 with Shri Narendra Modi, the Hon'ble Prime Minister of India as the Chief Guest. The new Complaint Management Portal was also released in this function. A series of Booklets in comic book format on Ethics and Good Practices were also distributed.

I am glad to note that about 350 organisations participated in this Special Drive. These activities, and the key takeaways have been summarized in this edition of Vigeye Vani. I sincerely hope that this would be of interest to our discerning readers.

I take this opportunity to thank all the Chief Vigilance Officers for their active role in these focus areas during the three months campaign. I also acknowledge the facilitating role played by the officers of the Commission in this process, and the Editorial Committee in bringing out this special edition.

A handwritten signature in blue ink, appearing to read 'Daniel', is placed above the name of the Secretary.

(P. Daniel)
Secretary

From the Editor's Desk

It is my honour to present the 50th edition of the Commission's Newsletter "VIGEYE VANI" on VAW-2022.

This edition is brought out as a special edition highlighting VAW function organized at Vigyan Bhawan on 3.11.2022 and the outcome of six preventive vigilance cum housekeeping areas on which a 3 months' campaign was launched by the Commission (16.08.2022-15.11.2022) as a precursor to Vigilance Awareness Week-2022. The six focus areas are detailed below:

- Property Management
- Management of Assets
- Record Management
- Technological Initiatives including website management and identification of new areas for service delivery
- Issue of updated guidelines/circulars/manuals
- Disposal of complaints outstanding as of 15.08.2022

The insights and learnings of the initiatives taken by over 350 organisations on these 6 focus areas, have been highlighted in respective chapters in this edition of Vigeeye Vani. The editorial team sincerely believes that the reader would find this compilation a worthy read.

The Editorial team is grateful to the Commission and the Secretary, Central Vigilance Commission for their valuable advice, support and encouragement in bringing out this edition of "VIGEYE VANI".

A handwritten signature in blue ink, appearing to read "Ajay Kumar Kanoujia".

(Ajay Kumar Kanoujia)
Additional Secretary



**Programme at Vigyan
Bhawan On 3rd November
during
Vigilance Awareness Week
(31st October – 6th November 2022)**



Central Vigilance Commission's emphasis has always been on effective vigilance strategies for promoting good governance, integrity and controlling corruption in conjunction with public participation. To meet the objectives and to ensure outreach to the public at large, the Commission observes Vigilance Awareness Week every year coinciding with the birth anniversary of Sardar Vallabh Bhai Patel, "The Iron Man of India". It provides opportunity to take forward the Commission's initiatives in promoting outreach activities for greater participation of public in the drive to eliminate corruption from society.

The Vigilance Awareness week 2022 was observed from 31st October to 6th November 2022 with the theme "**Corruption Free India for a Developed Nation : भ्रष्टाचार मुक्त भारत-विकसित भारत**". To outreach all the stakeholders and to emphasize upon the Commission's efforts on minimizing corruption in public life, a programme was held at Vigyan Bhawan on 3rd November, 2022.

Hon'ble Prime Minister of India, Shri Narendra Modi was the Chief Guest at the function held in Vigyan Bhavan. Dr. Jitendra Singh, Hon'ble Minister of State (Prime Minister's Office and Minister of State for Personnel, Public Grievances and Pensions) was the Guest of Honour at the function. This function was also attended by senior serving and retired heads of various constitutional and statutory bodies, senior officers of various ministries, departments and other central government organisations, central public sector enterprises, teachers of educational institutions and students as well.





On this occasion, Hon'ble Prime Minister launched the improved Complaint Management System portal of the Central Vigilance Commission. The portal is envisioned to provide information to the complainants, through regular updates, on the status of their complaints.

He also released a series of pictorial booklets on “Ethics and Good Practices”; Compilation of best practices on “Preventive Vigilance” and Special issue of Commission's Newsletter “VIGEYE-VANI” on public procurement.



In his address, the Prime Minister emphasized upon the need for time bound completion of corruption related disciplinary proceedings, so that the guilty can be punished and the innocent, if implicated mistakenly, can be

exonerated, at the earliest opportunity. The Prime Minister also advocated for maximizing the use of technology in vigilance administration and to ensure transparency.

Hon'ble Prime Minister also awarded five students who

were selected out of 8.27 lakh students of CBSE Schools who had participated in the essay writing competition. The competition was conducted by the Commission on the theme of VAW-2022 "Corruption Free India for a Developed Nation: भ्रष्टाचार मुक्त भारत-विकसित भारत".



Hon'ble Prime Minister also lauded the Commission's efforts in the direction of preven-



tive vigilance and appreciated the three months' campaign on "Preventive Vigilance measures cum housekeeping activities".

As a precursor to Vigilance Awareness Week 2022, Commission launched a 3-month campaign

(16th August to 15th November 2022). During the campaign, the Commission advised all organisations to focus on preventive vigilance measures and internal housekeeping activities.

Over 350 organisations have reported various initiatives in the following six focus areas during the three month campaign as precursor to VAW-2022:

1) Property Management

Many government organisations own large number of land/properties. There have been instances that either the ownership document/ lease agreement is not available or the property is lying unused or has been encroached upon. The Commission advised Ministries/ Departments/ Organisations to identify, prepare lists and update records relating to the ownership/lease agreements of such properties. The organisations were also advised to take steps to remove encroachment, if any, and also put to use those properties which were under-utilized or unutilized.

2) Management of Assets

The Commission believes that creating a healthy and clean working environment is essential from the point of view of welfare of the employees, apart from being a major factor in increasing the efficiency of employees working in any organisation. Presence of old, unusable assets/articles create an unhealthy working environment. In order to maintain a neat and clean working space, the Commission advised the Ministries/ Departments/ Organisations to prepare inventory of all old unusable assets/articles and to take required steps for disposal of such assets, in accordance with the existing policy.

3) Record Management

It is also important for organisations to take action for weeding out and disposal of old records/documents that have outlived their usage at periodical intervals as per the existing record retention policy. In case of absence of a defined record retention policy, the Commission advised the organisations to formulate such a policy and also to create/ upgrade the record retrieval mechanism for easy access to records.

4) Technological Initiatives

a. Website maintenance and updation

With the increasing use of information technology, a common citizen expects that all required and relevant information/details about any service, permission, license, etc. would be available on the website of the respective government organisation. Hence, the Commission advised that regular/ prompt updation of the websites may

be carried out by all organisations to ensure that all relevant information is available in public domain and is easily accessible.

b. Identification of new areas / services to be brought on online platform

Most of the government organisation have started providing online services to the citizens which has not only helped in eradication of corruption but has also increased efficiency and transparency in service delivery mechanism. There is scope for delivery of more services, through online mode and the Commission advised the organisations to identify such areas/services, for efficient and transparent service delivery to the service seeker citizens.

c. Security of e-platform

To keep the sensitive information safe and secure, organisation need robust IT systems which can save them from cyber threats and malware attacks. Therefore, the e-platform needs to be secured.


5) Issue of updated Guidelines/ Circulars/ Manuals

In order to eliminate the chances of mistakes by officials, due to ignorance of rules, procedures, etc., the Commission advised the organisations to take effective steps for immediate updation of their guidelines/circulars (to bring them in sync with the latest instructions issued by Government agencies) and to educate the officials about the same.


6) Disposal of Complaints

Complaints provide important inputs regarding any act of irregularity, which may have been committed in any organisation. Prompt processing and disposal of complaints are also very important. All complaints sent by the Commission for necessary action or received directly by the organisations and pending as on 15th August, 2022, (at any level in the organisation), were to be taken up in campaign mode, to bring them to logical conclusion by 15th November, 2022, as per Complaint Handling Policy of the Commission.

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**Outcome of 3 months
campaign in Six Focus areas
as precursor to
Vigilance Awareness Week –
2022**



PROPERTY MANAGEMENT

The expenditure/income from property in the form of rent/ purchase has a significant impact on the wealth of any organisation which impacts the net revenue generation of the organisation. Thus, an efficient property management system is an important aspect to be taken care of by all organisations. It enables an organisation to obtain opportunities of cost cutting as well as identifying source of revenue generation by letting out its unused asset/property.

Realizing the relevance of efficient property management, the Commission in its 3 month campaign asked all Central Government Organisations to scrutinize the efficacy & efficiency of management of properties in order to optimize the use of Government Land/property across the country.

The Commission advised the organisations to conduct property management scrutiny based on the following three criteria -

- i) land/properties where requisite ownership document/lease agreement are not available and steps required to be taken/proposed to rectify the situation and
- ii) Details of land / properties which are not in use and make an action plan thereof and
- iii) Details of land / properties which have been encroached upon by the various unauthorized occupants.

The outcome of the initiatives taken by various organisations are highlighted below:

Outcome of the initiative		
❖ 1,52,023	-	Acres of Vacant/Unused Land identified
❖ 2,260	-	Numbers of Vacant/Unused Flats/Shops/Quarters identified
❖ 5,189	-	Number of Other Properties which are found not in use
❖ 12,303	-	Acres of Land/Property under encroachment
❖ 1,26,935	-	Number of Flats/Shops/Quarters under encroachment
❖ 435	-	Number of Other Properties under encroachment

1. Details of land/property for which requisite ownership documents/ leases agreement are not available and taken/proposed to rectify the situation

Notable work reported by organisations

Bharat Coking Coal Limited

The ownership documents of 2389.55 acres land are not available. To rectify the situation, a concerted efforts is being carried out for obtaining ownership documents from the authorities concerned.

Syama Prasad Mookerjee Port, Kolkata.

In respect of properties leased to outside parties, 34 live lease deeds have been executed and 114 live leases granted but deeds not executed as yet. Due to continuous follow up action, 16 deeds have been executed upto 2022. Another 15 lease deeds have been sent to respective lessees for execution. Further, the documents of land measuring an area of 717.961 acres and lease agreement of 66 properties are not available. To retrieve the records of large chunk of land measuring area 653.72 acres, a dedicated experienced officer has been assigned and is coordinating with state authority and this effort is already yielding results.

Dedicated Freight Corridor Corporation of India Limited

As on 16.08.2022, DFCCIL has acquired 11561.48 hectare land, out of which ownership documents/lease agreement is not available for 570.38 hectare land. During the campaign period, documents of ownership documents/lease agreement have been obtained for land measuring area 27.32 hectare. As a result of the exercise undertaken now, ownership documents are available for 95.01% of the land. For the remaining land (nearly 5%) for which the ownership documents is not available, continuous efforts are being made by respective field units in coordination with state authorities to retrieve the documents.

Steel Authority of India Limited

At Durgapur Steel Plant (DSP) - Reconciliation for 887.32 acres of land was pending in August, 2022. During the VAW precursor period, from August, 2022 to November, 2022, DSP submitted land acquisition documents alongwith mosaic Map with the Land Record Authority, Durgapur for issuance of Record of Rights (ROR). Organisation has thus

achieved reconciliation for (i) 5.67 acres of land on 25.08.2022; (ii) 146.9 acres of land on 27.09.2022 and (iii) 16.07 acres of land on 22.10.2022. For remaining land parcels, efforts are continuing. In respect of another 13,940 acres of land, steps are being taken at Pan India Level for reconciliation.

Directorate of Ordnance, Coordination & Services, Kolkata

All assets & liabilities including land/properties pertaining to certain identified non-production units identified & surplus land of 3152.11 acres was transferred to this Directorate. Survey, mapping & demarcation/erection of boundary pillars in respect of the said surplus land, land of the hospital/independent dispensaries and Ordnance Factory Schools is under process.

Ministry of Information and Broadcasting

Documents of land area approximately 39.36 acres in Satyajit Ray Film & Television Institute (SRFTI), 130 properties of Prasar Bharati, 2 BHK flats & Two godown of 150 sq ft each at Mahim of Children's Film Society and area about 1500 sq. ft. land at Shree Sound Studio are not available with the organisation for which the matter is now being pursued.

The Property Management exercise undertaken as a part of the VAW activity has resulted in availability of 1,54,652 sq. ft. of space. NFDC will save an amount of Rs. 1.58 crore on rent payment, whereas Prasar Bharti will earn about Rs. 4.48 crore on rent by leasing out its vacated space to other Media Units.

Khadi and Village Industries Commission

Total land/properties held by KVIC are 110 that are uploaded in the Government Land Information System (GLIS). In respect of 49 properties, requisite ownership documents/lease agreements were not available. Due to constant efforts and follow-up, 22 properties documents have been obtained. 27 property have been identified by Directorate of Estate and Services whose documents are not available. Efforts are being made to retrieve the documents.

Central Vigilance Commission

During the campaign period efforts have been made in the Central Vigilance Commission to retrieve all the relevant records related to the Commission's building and after successful retrieval of all relevant records the entire land and built up area in the possession of the Commission was duly uploaded on the GLIS portal.

2. Details of land / properties which are not in use and action plan thereof

Notable work reported by organisations

Bank of Baroda

Bank of Baroda has identified unused land of area/property of approximately 77,349 sq.mt. over pan India location. Optimum use of these properties is being planned.

Bhakra Beas Management Board

277.91 acres of land at Punjab and 3000 sq.m land in Dhulkot, Haryana are identified as not in use. The said lands are now proposed to be used for solar plant installation.

Bharat Coking Coal Limited

217.54 acres of land at Sijau Area, BCCL and 192.80 acres of land at Putkee Balihair Area identified as not in use. Sijau Area is sub-judice for correction of land records and land at Putkee Balihair Area has been handed over to Western Jharia area for development of residential Township.

Bharat Electronics Ltd. (BEL), Bengaluru

- (i) In Chennai, 1,61,832.33 sq. mt. area of land is not in use. Utilisation of this land by way of green area, chiller room, electric substation and roads is under process.
- (ii) In Navi Mumbai, 60 Nos. of flat/buildings are not in use. For optimum utilization of these assets BEL has initiated action for redevelopment activities.
- (iii) At Machilipatnam, 16.68 acres of land found vacant and the same is now planned for establishment of guest house and colony for executive and staff. Further this land is also proposed to be utilized for an identified Joint Venture Project.

Syama Prasad Mookerjee Port, Kolkata

About 50 plots altogether, measuring about 1384 acres have been identified and earmarked for allotment on long term lease for various purpose. Action is being initiated for further allotment of land through e-tender-cum-auction.

Punjab National Bank

Total 32 properties worth Rs. 826.70 Crore identified for sale, out of which 14 properties

worth Rs. 350.79 Crore (Reserve Price) placed before Management Committee for approval for sale & thereby derive revenue inflow to the organisation.

Eastern Coalfields Limited

Survey work of land which is not in use was undertaken. This has resulted in identification of land measuring 1273.42 ha. For optimum utilisation of this land, plantation work, solar park, playground, eco park are planned.

Deendayal Port Authority

4123 acre of land has been identified as not in use. Out of which, 2100 acre has been allotted, 1797 acres un-allotted land has been reserved for green belt area and Smart Industrial Port City (SIPC) project. Further, 226.10 acre of plots are vacant and the Estate Division-DPA, has initiated action for e-tender-cum-e-auction for the vacant land.

V.O. Chidambarnar Port Authority

The Port has identified 1700 acres of vacant land under CEU for industrial development out of which Port has already allotted 60 acres for development.

3. Details of land / properties which have been encroached upon and action plan thereof

Notable work reported by organisations

Bharat Coking Coal Limited

Total 61,117 nos. of quarter at BCCL found as encroached, out of which 21,107 quarters. are under unauthorized occupation. To overcome the situation 21,692 eviction suits have been filed under Public Premises (Eviction of Unauthorized Occupants) Act, 1971 before Estate Court.

Eastern Coalfields Limited

177 eviction notices have been issued for 789.26 hectare of land which is illegally encroached upon. Besides 16,398 quarters are illegally occupied for which 9043 no. of Eviction Notices have been issued. In addition to this, SOP to ensure that action taken for eviction is expedited within the legal framework has also been framed under PPE Act, (1971). This SOP is under process of approval.



Engineers India Limited

Land measuring to 2529.603 sq.ft in EIL residential complex, Gokuldham, Goregaon Mumbai is under encroachment. Property card has been received in the name of EIL. EIL has initiated legal proceedings and eviction procedure & hearing is under process.

Deendayal Port Authority

146 properties in Gandhidham and other 13 locations at Kandla have been identified as encroached. Notices have been issued for action to be taken.

Key takeaway and conclusion

The campaign has successfully drawn the attention of the organisations in identification of large unused land and other properties including encroached land/properties. This initiative led to creation of mechanism for fair and transparent allocation/lease of land/property and has eliminated corrupt practices.

The campaign has developed a consciousness among the organisations to make sustained efforts to set up a robust and technology driven property management system which will not only help in identification of unused/encroached properties but also discourage use of discretion in property management and make the organisation more transparent.

The Commission has appreciated the initiatives taken by various organisations during the campaign and desires that all the other organisations may also set up a robust property management system.



MANAGEMENT OF ASSETS

Organisations, irrespective of their sector, scale or turnover, keep building upon their infrastructure by adding the required assets in order to operate efficiently. The International Standard ISO 55000 defines assets as items, things or entities that have potential or actual value to an organisation. Asset Management, therefore becomes an imperative and integral function of an organisation, which requires planned execution of development, operations, maintenance, upgradation and disposal of assets in the most efficient manner. Various offices do tend to have old, unused and condemned assets, which not only occupy useful spaces, but also affect the cleanliness of the working environment. It is, therefore, important to appreciate that a large quantum of our capital and tax payers' money gets locked in such assets for which the useful life has expired.

When the assets are not properly documented and inventoried, organisations lie on the verge of losing account of the data of such assets, especially those which are very old and may not have been digitized. Therefore, keeping track of the assets and their usability at any given time is an important aspect which organisations must periodically review.

The Commission while envisaging the significance of identification and disposal of unused assets, urged the organisations to take initiatives in this direction for ensuring a professional working space. The Ministries/ Departments/ Organisations were hence asked to:

- (i) identify and list out old and unused assets (furniture, machinery, equipment, etc.), and to make their inventory;
- (ii) take appropriate action for their disposal as per policy; and
- (iii) take requisite measures to keep premises neat and clean.

The campaign resulted in taking active steps by organisations at a Pan-India level, wherein initiatives were taken on a massive scale to identify the old assets and initiate the process of taking up their disposal through requisite agencies. The outcome of the disposal of

such assets during the campaign led to achieving the dual goals of monetary returns as well as freeing up large spaces for organisational use. A total of 10,02,787 sq. ft. area was vacated/cleared and Rs. 154.64 crore of total revenue was generated by organisations.

The highlights of the three month campaign is given below, showing the revenue generated and the space vacated by top 5 organisations:

Revenue generated by top five Organisations (Rupees in crore)

❖ Indian Telephone Industries Limited	-	68.83
❖ Syama Prasad Mookerjee Port	-	30.00
❖ Western Coalfields Limited	-	26.21
❖ Munitions India Limited	-	15.99
❖ Mumbai Port Authority	-	12.42

Space vacated by top five Organisations (in sq. ft.)

❖ Mumbai Port Authority	-	9,33,769
❖ Union Bank of India	-	43,010
❖ Department of Agriculture & Farmers' Welfare	-	20,508
❖ Sports Authority of India	-	5,000
❖ Council of Scientific & Industrial Research	-	500

Notable work reported by organisations

Indian Telephone Industries Limited

ITI Ltd., Bangalore carried out the exercise of identification and processing disposal of unused assets from the materials in store as well as shop floor and machineries totalling up to Rs. 68.83 crore, which have been reported to be taken up for auctioning through MSTC.

Syama Prasad Mookerjee Port, Kolkata

Port of Kolkata, officially known as Syama Prasad Mookerjee Port, Kolkata (SMPK) earned a total revenue of around Rs. 30 crore generated out of the total sale proceeds through disposal of unclaimed, unserviceable and unused cargo/assets, etc. Further, another Rs. 5

crore is reportedly expected to be earned from the remaining lots, sale proceeds of which are under progress. Other commendable actions included cleanliness and beautification drives conducted on the ghats and river banks, and conversion of a 1945 built, nearly scrapped paddle steamer – P.S. Bhopal – into a ‘Heritage Boat Museum’.

Western Coalfields Limited

Western Coalfields Limited, Nagpur generated Rs. 26.21 crore from disposal of unused assets during the campaign period.

Munitions India Limited

Munitions India Ltd, Pune has disposed old and unused waste, scrap and plant & machinery items worth Rs. 15.99 crore by auctioning through MSTC during the campaign period.

Mumbai Port Authority

Mumbai Port Authority (MbPA) reported to have disposed off a total 319.93 MT of unused assets during the campaign period at their 5 different dock/yard locations and under their divisions of traffic, medical, welfare, estate, MM Division, MEED and marine. During the campaign, activities such as stacking of export CR coils for gainful utilisation of sheds, sale of unutilized cargo lying for more than 20 years, one-time tender-cum-auction sales and removal of fishing boats were carried out. MbPA thereby earned Rs. 12.42 Crore and freed an area of 86,750 sq. mt. (9.33 lakh sq. ft.) through proper management of assets.

Mangalore Refinery and Petrochemicals Limited

During the campaign period of three months, MRPL under their scrap clearance campaign sold unused items worth Rs. 3.48 crore consisting of old batteries, empty tins/drums, metal scraps, cables scrap, canteen items etc.

Bharat Dynamics Limited

Bharat Dynamics Ltd, at their three units located at Kanchanbagh, Bhanur and Vizag, disposed off unused assets including condemned vehicles, vibration systems, ovens, waste oil, iron scraps and metallic & non-metallic scrap, which were sold off for a total value of Rs. 77.21 lakh.

Union Bank of India

UBI across their 849 branches and 31 department of central office disposed off unused assets worth Rs 83.09 lakh and freed an area of 43,010 sq. ft. from this exercise.

Department of Agriculture & Farmers' Welfare

During the campaign, Department of Agriculture & Farmers' Welfare generated a total revenue of Rs. 22.93 lakh by disposing scrap material, obsolete furniture and machinery. An additional workable area of 20,508 square feet was freed in the process after disposal of scrap material.

Department of Defence, MoD

Director General of Defence Estate (DGDE) disposed off unused/ condemned items worth Rs. 1.42 crore during the campaign period.

NMDC Limited

NMDC Limited under their various units/ offices located across India initiated actions for disposal of unused items/scrap and earned Rs. 2.45 crore as a result of auctions carried out.

NTPC Limited

During the campaign period, NTPC Lara Unit auctioned 3817 numbers of scrap MS Oil drum caps which were sold for Rs. 39.42 lakh. Further, another unit at NTPC Bongaigaon processed e-auctioning through MSTC and M-Junction and disposed off ferrous and non-ferrous material scrap for a value of Rs. 56.25 lakh.

Bharat Electronics Limited

Bharat Electronics Limited processed unused and old assets for disposal at their 5 units located at Bengaluru, Ghaziabad, Chennai, Navi Mumbai and Panchkula; thereby earning Rs. 35.62 lakh revenue from disposal of aluminium & MS scrap, wooden scrap, scrap paper and oil.

Sports Authority of India

SAI reported to have initiated steps for disposal of unused assets across their 17 centres. SAI's Regional Centre at Lucknow condemned unserviceable items and disposed through public auction, thereby vacating approx. 5,000 sq. ft. area and earning a total of Rs. 8.09 lakh from their sale.

Central Vigilance Commission

During the campaign period, The Central Vigilance Commission, disposed off large volume of unserviceable/obsolete scrap materials including e-waste, old furniture, electronic items declared obsolete etc. through tendering process on CPP Portal, thereby generating a total revenue of Rs. 6.67 lakh. Besides, two rooms were selected for modernization to ensure optimum utilization of available space.

Key takeaway and conclusion

Organisations for long have been focusing on cleanliness in office spaces, however, a specific focus on assets management and disposal was missing. The outcome of the campaign shows that notable work has been carried out by organisations both in term of generation of revenue and freeing up of large spaces which could be utilized for other official necessities.

The campaign has also led to creation of itemized inventory of unused assets, condemnation and auction of such assets and judicious utilization of the freed up space.

It is also appreciated that unaccounted and unused assets including old/obsolete plant and machinery give rise to unauthorized sale/embezzlement of such assets. The campaign on asset management has reduced the possibility of any such corrupt practices in the organisations significantly.

The Commission has appreciated the initiative taken by various organisations during the campaign and desires that the good work must continue and expanded in all other organisations.

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RECORD MANAGEMENT

Record Management is an integral function of any organisation. It consists of storage, retrieval and disposal of records. Efficient record management is key to transparency management and leads to optimization of resources.

It is important for all organisations to periodically review their records and dispose off those that are no longer needed. This not only helps to keep the workplace clutter-free but also ensures that sensitive information is properly handled and disposed off. Campaign launched as precursor to Vigilance awareness week-2022 was a great opportunity for organisations to take stock of their records and take steps towards more effective record-keeping practices.

Weeding out of old records and disposal of documents that have outlived their usage is important as their piling up hinders easy and quick access to useful records. The weeding out process needs to be taken up periodically as it not only frees useful space which could be efficiently used but also it generates revenue which can be reutilized for other developments. Record management also helps in efficient retrieval of records and minimising the possibility of loss of documents. This would be a significant step towards maintaining a clean and organized work environment while also ensuring up keeping of sensitive information.

In its efforts to ensure streamlining of record management in various Government Offices, the Central Vigilance Commission had suggested following points to be taken into consideration:

- a) Ministries/Departments/Organisations were requested to examine whether a record retention policy, including electronic records exists, and if not, one may be prepared and adopted.
- b) The existing old records to be weeded out as per extant policy.
- c) Proper system should be also ensured for record maintenance, so that records can be easily retrieved, as and when required.

Analysis of Action taken report submitted by various organisations on the initiatives taken in the field of record management revealed existence of diverse practices in different organisations. However, most of the departments and organisations have weeded out time-barred and useless records. Total of 51,858 kg of old records were weeded out freeing 83,055 sq. ft. physical space and reported Rs. 38,68,540/- as revenue. The outcome of the initiative are highlighted below, showing the revenue generated by top 5 organisations:

Revenue generated by top five Organisations (in Rupees)		
❖ Employees' Provident Fund Organisation	-	18,87,919/-
❖ Munitions India Ltd.	-	16,51,304/-
❖ Tobacco Board	-	6,57,452/-
❖ Food Corporation of India	-	6,55,359/-
❖ Central Vigilance Commission	-	2,46,634/-

Notable work reported by organisations

Employees' Provident Fund Organisation

Employees' Provident Fund Organisation (EPFO) has conducted a review of their files during Vigilance Awareness Week. Out of the 5,05,501 files reviewed, 95,788 files were identified which have surpassed the retention period and weeded out. Additionally, 2,794 e-files were closed. These actions have resulted in the freeing up of 47,089 square feet of space and generated revenue of Rs. 18,87,919.



Removing almost 96,000 old and unused files and closing more than 2,700 e-files is a significant accomplishment that indicates EPFO's commitment to maintaining a well-organized system. Moreover, the released space and revenue generation suggest that these efforts also have a positive impact on the organisation's financial standing.

Munitions India Ltd.

As part of campaign, Munitions India Ltd. reviewed 3048 physical files, 758 electronic files, 30,144 records, 115 registers, and 312 bundles of documents. As a result, these files and records were weeded out to make way for efficient record-keeping, and the company generated a revenue of Rs. 16,51,304/-.

Tobacco Board

During the campaign, Tobacco Board weeded out approximately 3529 files weighing around 7350 kg, freeing up valuable storage space. Board has also earned revenue of Rs. 6,57,452. This initiative aimed to improve the efficiency of the organisation by removing outdated and unnecessary documents. The weeding out of these files not only helps to free up space but also makes it easier to locate important documents quickly.

Food Corporation of India

During the campaign, the Food Corporation of India (FCI) achieved significant results. Approximately 2,49,596 files and records were weeded out, freeing up an area of approximately 28,757 square feet. Additionally, the FCI earned revenue of Rs. 6,55,359/-.

Central Vigilance Commission

In Central Vigilance Commission, during the campaign period revised record retention schedule has been issued, enabling weeding out of old files/records. Around 27000 files were scrutinized and weeded out. Additionally, 8500 files were also reviewed and sent to the record room as per the record retention schedule.

During the campaign period over 6000 kg of waste papers and old files were disposed off by following a tendering process through CPP portal and revenue of Rs 2,46,634/- was generated. In addition, around 3500 sq ft area has been cleared in the Commission.

GAIL (India) Limited

GAIL (India) Ltd has identified over 6,54,770 records, files, documents, and pages for removal due to being outdated or unnecessary. As a part of the weeding out process, the company has already disposed off 90,644 records, files, documents, and pages that were no longer needed.

GAIL has taken proactive steps to address the issue of accumulating outdated documents. By doing so, the company is creating a more efficient and productive work environment.

IRCON International Limited

IRCON International Limited has disposed off a total of 4010 kg of material deemed to be outdated. Additionally, the company has identified 10,026 documents that are slated to be removed as part of a weeding-out process.

IRCON has resolved to create an efficient and effective work environment. By removing outdated documents and materials, the company continuously endeavour to free resources and give its employees a better and clean work environment.



Employees' State Insurance Corporation

Employees' State Insurance Corporation (ESIC) has conducted a review of their files during Vigilance Awareness Week. During the campaign, more than 5,000 articles were weeded out weighing around 3,009 kg which generated a revenue of approx. Rs. 1,06,322 and freed space of around 7,000 sqft.



Department of Posts

The Department of Posts has conducted a comprehensive review of its files during the vigilance awareness week, resulting in the identification of approximately 4.82 lakh files that were beyond retention period and subsequently weeded out.

This process of decluttering and streamlining files is an important part of improving the overall efficiency of the Department of Posts. By eliminating redundant or outdated files, the department can free up valuable space and resources, and ensure that its systems are running as smoothly and efficiently as possible.

Delhi Metro Rail Corporation Limited

During the campaign period, the Delhi Metro Rail Corporation Ltd. conducted a review of its records and identified 1229 old records that were no longer necessary. These records were subsequently weeded out which has improved efficiency.

The approximate weight of the articles weeded out was 5677 kg, which is a significant amount of space and resources that can be used more effectively.

Airport Authority of India

The Airport Authority of India during the campaign period has reviewed its files and identified 13,824 files which were of no use. These files were then disposed off, resulting in a more efficient and streamlined operation. It is likely that the weeded-out files included outdated documents, duplicates, or those that were no longer required for legal or regulatory purposes.

Bank of Baroda

During the campaign, Bank of Baroda took an important step toward improving its operations by reviewing and sorting through 3,15,000 files.

The process of sorting files is essential for any organisation, and it is particularly important for a bank like Bank of Baroda, which manages a vast amount of information. Sorting through files can help identify and remove duplicates, outdated information, and other files that are no longer necessary. The sorting of files is also crucial for regulatory compliance.

The successful sorting of 3,15,000 files by Bank of Baroda is a notable achievement, and it demonstrates the bank's commitment to improving its operations. The ongoing review and simplification of the bank's systems will undoubtedly lead to improve efficiency, better service for its clients, and regulatory compliances.

Bharat Electronics Limited

During the campaign period, Bharat Electronics Limited in Bengaluru identified a significant amount of articles that were no longer needed and promptly weeded them out. In total, approximately 98 tons of articles were eliminated, which has led to streamlining the company's operations and reducing clutter.

Going forward, Bharat Electronics Limited will continue to prioritize its efforts to eliminate outdated and unused items regularly.



Punjab National Bank

Punjab National Bank has made an important move to promote efficient record-keeping and good governance by weeding out approximately 5,04,420 files. This is a significant step toward streamlining the bank's operations and ensuring that only relevant and current documents are retained.

This initiative is vital to maintain a healthy record-keeping system that is critical for transparency and accountability. Eliminating outdated documents not only helps create more space but also ensures the retention of only essential information, making it easier to retrieve the required data whenever needed.

Khadi and Village Industries Commission

As part of the campaign, the Khadi and Village Industries Commission has taken a crucial step towards efficient record-keeping by weeding out around 67,534 documents. This initiative has helped streamlining the organisation's operations by ensuring that only relevant and current documents are retained.

Bharat Sanchar Nigam Limited

Bharat Sanchar Nigam Limited (BSNL) during the campaign period has taken the initiative to weed out 654 files, weighing approximately 2000 kg and freeing up 1125 sq. ft. of space. BSNL has earned Rs. 23,425 as revenue by disposing of the outdated records. The weeding out of records is an important exercise that helps organisations to streamline their operations, improve efficiency.

RITES Limited

During the campaign period, RITES Ltd. weeded out a total of 1090 files and freed up an area of 3441 square feet. In addition, the company also earned a revenue of Rs. 154,903/- from the disposal of these files. The weeding out of the files was a part of the company's

initiative to maintain cleanliness and transparency in its operations. The company has also been making efforts to digitize its records, which will make them more accessible and reduce the need for physical storage space.

Export-Import Bank of India

The Export-Import Bank of India has made significant progress in their record-keeping process. A total of 2965 files were reviewed, out of which 1665 were digitized to optimize their document management system. The digitization of files enables the bank to easily search, access, and share these files, leading to more efficient and faster decision-making.

Additionally, the bank has freed up around 2000 square feet of area by disposing off unwanted or outdated files, creating more space for future storage needs. This has also helped in keeping the bank's premises clean and clutter-free, promoting a more organized work environment.

Key takeaway and conclusion

The Commission's emphasis on record management in a campaign mode has ensured that organisations give due importance to this very important but often neglected area of office management.

It is evident from the outcome of the campaign that many organisations have taken initiatives not only to properly curate the records but also to digitize the records for hassle free retrieval. Many organisations have developed/revised their record retention policy enabling them to weed out old/unused records/files etc, thus cleaning up the work space to a large extent.

Delay in retrieval of records is one of the key areas inducing corruption in public departments. Digitization and curation of records would reduce the possibility of corruption in the organisations.

The Commission has appreciated the initiatives taken by various organisations during the campaign and desires that effective record management should be taken up by other organisations also.



TECHNOLOGICAL INITIATIVES

An efficient and forward-looking vigilance administration in the organisation fosters robust system of governance and structural remedies which minimize the scope for corrupt practices. Digital India initiatives help to curb and eliminate the avenues of corruption by reducing discretion, increasing transparency, enabling accountability and limiting human interactions. The use of latest technology tools also enables the organisation to efficiently conduct assessment of their systems and procedures. To achieve these goals, government organisations must build their foundations with more emphasis on use of Digital & Information Technologies for attaining more transparency and reliability on system and procedures.

During the three month campaign carried out by the Commission as a precursor to Vigilance Awareness Week-2022, one of the focus area was “Technological Initiatives” which has three sub-categories i.e. website updation, online services and security of e-platform as detailed below:

Website Updation

The organisation’s websites provide an easy and accessible platform to the citizens for accessing all the information about their activities. The updated information in the organisation’s website is very crucial for citizens and all stakeholders. During the campaign, organisations have updated their website to make it easy to access, accountable, bilingual and disable friendly using chatbots and ensuring compatibility with other platforms.

Online Services

It has been recognised that digital platforms are the most efficient and transparent solution for delivery of online services to all the stakeholders and for this, almost all organisations are using technologies developed (in-house/ off the shelf) to bring significant changes in their mode of service delivery and in other areas. The Commission also gives greater emphasis on leveraging technologies for bringing transparency, efficiency and economy in all business activities of the organisations.

Security of E-platforms

At present, the sensitive information are available in digital formats everywhere and therefore, it becomes very crucial to safeguard those system which carry such sensitive information. Therefore, advanced technologies are required to secure IT systems from cyber threats and malware attacks. For this, the implementation of suitable strategies to prevent and tackle the security breach incidents becomes pre-requisites.

The notable outcome of this initiative are highlighted below:

Outcome of the initiative

- ❖ 82 % – organisations have taken initiatives to update their website.
- ❖ 79 % – organisations have done various works in the online services
- ❖ 77 % – organisations have done significant works in enhancing the security of their e-platform.

Snapshot of Prominent Works

WEBSITE UPDATION



Automated notifications for Website updation process in Punjab National Bank



State of the art Website Maintenance



Ensuring broken Links checks, content updation and other activities as per Guidelines for Indian Government Websites (GIGW).

ONLINE SERVICES



'Hello BPCL' app – single platform for all services



- Integration of Bill Tracking System (BTS) with ERP
- Vigilance Online Complaint Portal



Effective user interface for its services on all platforms viz. desktop, tablet & mobile.

CYBER SECURITY



Robust Cyber Security /Policy Framework in IDBI Bank



Received 'Certificate of Approval' for ISO/IEC 27001:2013 ISMS Certification



SIEM (Security Information and Event Management) for visibility and meaningful insights by collecting, aggregating and analyzing information from difference sources

Notable work reported by organisations

NTPC Limited

NTPC Limited has put in place their Corporate Communication Team with the support of IT Team for regular updating of website. Some of the features are categories of contents on their website, auto alerts by the system for different data points, generation of completion certification on assigned activity by the system on fortnightly basis etc.

Further, NTPC has taken 6 major initiatives viz.

1. NTPC Business Mail Repository System (BMRS);
2. PM Tool - PROMPT (Dashboard + One Ledger);
3. Jyoti BOT;
4. Knowledge Management Portal 1.0;
5. Engineering Calculator and Tariff Calculator App - Nuclear;
6. Major Equipment History Dashboard - Erection and O&M.

Ministry of Electronics and Information Technology

Ministry of Electronics and Information Technology (MeitY) has made the maintenance and updating of website on regular basis and it is 24x7x365 activity there. It ensures broken Links checks, content updation and other activities as per Guidelines for Indian Government Websites (GIGW). It is worth mentioning that about 32 initiatives were taken by MeitY during the campaign to create user friendly online platforms catering to all the stakeholders. Some of the important initiatives are ERP packages for procurement, Two factor authentication for Login, e-Auction, e-Bill, e-Hospital system etc. The e-Hospital application made available to government hospitals is a one-stop solution to Hospitals to connect with patients, hospitals and doctors on a single digital platform.

Punjab National Bank

Punjab National Bank (PNB) has taken a very good initiative for automation of their website updating process. The website nodal officer (who is responsible for updating) has to login and confirm the details on the website on a weekly basis, failing which an e-mail will be triggered to the next level in the concerned division. If the same is not done by a particular period, it will escalate to Divisional head and subsequently to the next level i.e. CGM/GM. PNB has also done significant works in security of e-Platforms such as application delivery controller for deep scanning web Applications, network DDoS, Firewall Analyzer, Information Right Management (IRM/DRM), Fraud action services, NIPS (Network Intrusion Prevention System), NBAD (Network Behavior Anomaly Detection) etc.

Bharat Petroleum Corporation Limited

Bharat Petroleum Corporation Limited (BPCL) has also done significant work in providing its services through online platforms. To foster digital change throughout its marketing division, BPCL has initiated its Project Anubhav, with the aim to provide a unified BPCL experience across different touch points to its enormous retail and commercial client base. The initiative bolsters BPCL’s marketing activities and gives it a single perspective on the consumer, with the goal of improving business process efficiency, improving supply-chain transparency, and gathering market information. One important initiative launched by BPCL as a part of the Project Anubhav is “Hello BPCL” Mobile App which is a unified and integrated software that provides a single window view of BPCL. It provides all the services of BPCL such as new LPG connection, book & pay your gas cylinder, pay for fuel, find nearby petrol pumps, encash MAK lubricant coupons etc. BPCL has also done the digitization of Physical Measurement Book. An application called “BPCL Aviation App” has been developed to provide a platform for seamless interface of Aviation Turbine Fuel (ATF) suppliers with International and Domestic customers.

Power Grid Corporation of India Limited

In POWERGRID, Bill Tracking System (BTS) has been seamlessly integrated with Enterprise Resource Planning (ERP) system of the organisation which allow the vendors for online submission of their bills, their tracking and automatic intimation to them, in case of any deficiencies in bills (including confirmation mail on successful processing of bills). This system has eliminated the need for manual submission of bills and physical follow ups of the same. Power Grid Corporation of India Limited has also created e-learning programs on Cyber Security awareness and has hosted in the knowledge portals and encouraged employees to complete the program. The organisation has also created a Vigilance Online Complaint Portal for external stakeholders, who can make complaints on the organisation website directly. The complaint shall be directly accessed by the CVO.



Balmer Lawrie

Balmer Lawrie has done significant work in the area of Recruitment and Employee Life Cycle Management. "E-sakshyam", an online platform for Employee Life Cycle management has been created in the organisation. The organisation has also automated some manual tasks in recruitment such as use of Bots for shortlisting of applications and onboarding of new employees.

Syama Prasad Mookerjee Port Trust, Kolkata

Syama Prasad Mookerjee Port, Kolkata(SMPK) has made their website compliant to "Guidelines for Indian Government Websites (GIGW)". SMPK has taken elaborate initiatives for securing e-platforms such as Installation of honeypot, Cyber Security Audit, replacement of legacy systems, Implementation of National Cyber Coordination Center (NCCC) etc. The prime objective of NCCC is to provide the current state of the network traffic in real time, traffic patterns in historical data, detecting of large scale cyber attack like DDoS, BGP hijacks, virus/worm infections and attack targets with the country as well as sources of attack within and outside the country.

- SATARC - In-house developed online portal for lodging complaints, directly to CVO.
- Real Time Container Tracking (RTCT) system.

IDBI Bank

IDBI Bank observed "Cyber Jagrukta Diwas" and organized various programs and activities to drive the importance of cyber security along with mechanism to tackle them at system and at personal levels. To increase cyber security awareness, IDBI Bank Limited has participated in Cyber drills conducted by IDRBT (Institute for Development and Research in Banking Technology). The drill helps to assess attack detection, response, and remediation capabilities of the participating Banks. The bank has also prepared Comprehensive Cyber Security Policies and Cyber Crisis Management plans and has established Enterprise Fraud Risk Management System (EFRM) in their organisation. EFRM framework involves comprehensive risk assessment followed by design and implementation of controls for detecting, preventing and responding to fraud. The EFRM engine is equipped to handle virtually all types of fraud attacks in real time to minimize financial impact to the Bank.

UCO Bank

UCO Bank has reported 64 updates to their website during the campaign period and also creating Single Sign On (SSO) platform for updation and review of website by its corporate department. Some of their important online services are “Automated Visitor Management System (VMS)”, “Module for appeals on Promotion and Transfer cases”, “Audit Tracker for Audit & Inspection Department”, “Integration with Credit Guarantee Fund Trust for Micro and Small Enterprises (CGTMSE) portal” for guarantee lodgment etc.

NMDC Limited

NMDC have taken following initiatives in respect of online services:

- ❖ Performance Management System (PMS) for Executives and Junior Executives.
- ❖ Development of Vigilance Portal.
- ❖ Implementation of Fleet Management system at Bachel Complex.

Notable initiatives on Security of E-Platforms are:

- ❖ Endpoint Detection and Response Deployment
- ❖ Vulnerability Assessment and Penetration Testing
- ❖ Cyber awareness Training Activities.

Mazagon Dock Shipbuilders Limited

Mazagon Dock Shipbuilders (MDL) Limited has reported its significant work in Security of e-Platforms and has received ‘Certificate of Approval’ for ISO/IEC 27001:20130 ISMS Certification. Further, in compliance of Govt of India guidelines, an e-Measurement Book (e-MB) in existing SAP system of MDL has been developed in Sept 2022. This e-MB system will replace the existing system of physical Measurement Book for works being undertaken by Technical Service Dept.

Steel Authority of India Limited

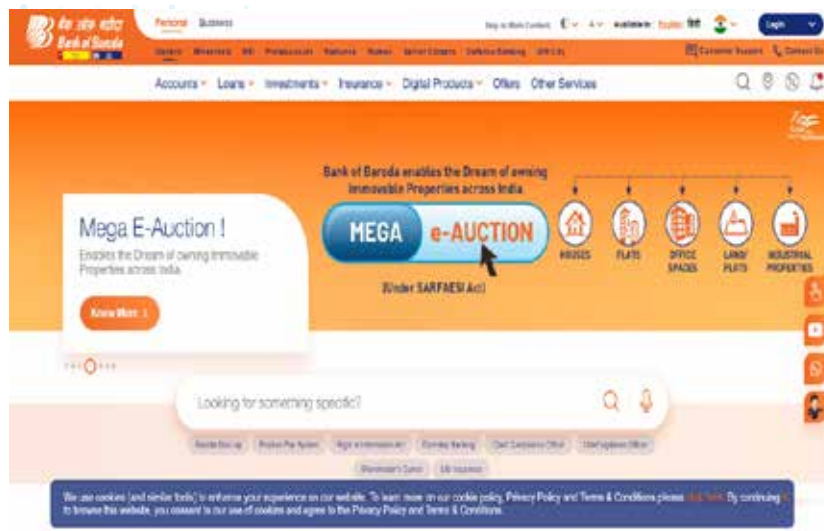
Steel Authority of India Limited (SAIL) has created many online platforms for extending various services to stakeholders. Some of these are:

- ❖ Dashboards providing 360-degree view of the organisation for Top Management

- ❖ Knowledge sharing portal for Internal Audit
- ❖ Android App for Employee Zone Services
- ❖ Feedback module for patient admitted in Hospital

Bank of Baroda

To catch up with the Internet penetration patterns, Bank of Baroda has optimized its websites compatible for all devices spectrum viz Computers, Tablets and Mobile Devices etc. Here, images on the websites have been optimized so that the problem of high loading time at low internet speeds can be mitigated. Bank has made their website highly compatible, irrespective of the device/platform.



Website on Computer



On Mobile

Jawaharlal Nehru Port Trust

Jawaharlal Nehru Port Trust (JNPT) has introduced several online services and some of these are:

- ❖ Radio Frequency Identification based Gate Automation
- ❖ Mobile Application for customers for container status
- ❖ Smart Docking aid for JNPT.

On security front, JNPT has opted for platforms based on SIEM (Security Information and Event Management) for visibility and meaningful insights by collecting, aggregating and analyzing information from different sources.

Central Warehouse Corporation

During the campaign period, Central Warehouse Corporation (CWC) started a system to update their website on regular basis by appointing nodal officer with report to be submitted by them in every 15 days.

The work pertaining to installation of VAANI ChatBot on the website for easy navigation and information dissemination has also started by them. To cater to employee's claim, a mobile bill submission process has been implemented. Further, inspection module has been developed in Warehouse Management System (WMS) to assist officials carrying out inspections. Corporation is also pursuing ISO 27001 (Standards for ensuring information & Cyber Security) certification to ensure robust security for e-platforms.

Securities and Exchange Board of India

Securities and Exchange Board of India (SEBI) has provided for Online Grievances Redressal Portal for dealing with investor's grievances. Further, the intermediary registration, payments to vendors and procurement process are being done through online platforms. On security front, SEBI has established in-house Security Operations Centre (SOCs) for continuous security and network monitoring.

The Oriental Insurance Company Limited

The Oriental Insurance Company has started '*Oriental Insurance is A WhatsApp Way*' to buy, renew and download policy through "WhatsApp". Further, a new initiative i.e. 'Paperless Settlement' of Motor OD (own damage) claims-Assessment of loss upto Rs. 50,000 has been adopted. This is for both i.e. for cashless claims settlement with dealers/repairer and reimbursement of claim to the customers.

Bharat Electronics Limited

Bharat Electronics Limited (BEL) introduced Online System to capture Contract Assembly Operators hours and their utilization. BEL has also developed a software to track items ordered on GeM Portal. Further, Virtual Learning Centre (VLC) has been provided by the organisation for training through Virtual Mode. Six (6) Programs have been facilitated through the VLC during October/November 2022.

Indian Railway Catering and Tourism Corporation

For easy navigation and information dissemination, IRCTC has deployed Artificial Intelligence powered "Chatbots" to provide necessary information in conversational mode. This enables stakeholders to know the required information quickly and easily.

Central Vigilance Commission

- ❖ Technology is a key enabler in addressing issues of corruption at the grass root level. With the experience of handling around 35000 complaints every year, the Commission has developed a new **Complaint Management System** portal enabling end-to-end online processing of complaints. The new portal of the Commission has been launched by the Hon'ble Prime Minister Shri Narendra Modi, during Vigilance Awareness Week, 2022.
- ❖ Complainant can register the complaint on the new CMS portal through an OTP based registration process and would be in position to check the real time status of the complaint on-line through a unique complaint number generated by the portal.
- ❖ MIS reports including "Delay Analysis Report" has been built-in to ensure accountability in the system for all the stakeholders. As part of it, identification of repetitive complaints and habitual complainants has also been provided.



Key takeaway and conclusion

Adoption of technological measures in any organisation brings in efficiency in the processes and reduces corruption. A cumbersome process involving human intervention creates environment for corruption, whereas automation can bring in fairness and transparency in the system leaving little space for corrupt practices. Digitalisation has already made a huge positive impact on many development programmes and public services; the next step in combating corruption should be to further augment utilization of digital tools.

During the campaign period a large number of organisations took initiatives and updated their website to make their interface with public more transparent and user friendly. Similarly, many organisations have started online delivery of services. Further realising the importance of data integrity and e-platforms, large number of organisations have enhanced the security and integrity of e-platforms and database.

The Commission appreciates all such initiatives taken by various organisations during the campaign period and desires that other organisations shall also review their existing IT processes and update the same with an aim to bring more transparency in the systems and procedures and to eliminate any possibility of corrupt practices in the organisations.

ISSUE OF UPDATED GUIDELINES/ CIRCULARS/MANUALS

An organisation is influenced by many external and internal factors. While the external factors are difficult to control, internal factors such as rules, regulations and policies are prepared and enacted by the organisation themselves. As such, it requires constant caution and adaptability to effectively manage situations arising due to various factors. Insufficient and non-existent policies pose a legal threat to all business regardless of size. Therefore, regular revision/updation of policies/manuals/circulars of organisations are pre-requisite for efficient functioning both in terms of business and internal administration.

As a precursor to the Vigilance Awareness Week-2022, “updation/issue of guidelines/circulars/manuals” was one of the initiatives advised by the commission during the 3 month campaign. The notable outcome of this initiative are highlighted below:

Outcome of the initiative

- ❖ 892 circulars – issued by 163 organisations.
- ❖ Following three organisations have issued more than 40 circulars:
 - ❑ Bureau of Indian Standards – 100
 - ❑ Ministry of Civil Aviation – 48
 - ❑ Airport Authority of India – 45

Notable work reported by organisations

Bureau of Indian Standards

The organisation has issued 100 circulars, manuals and guidelines during the campaign period and the same have been uploaded on their website. The manuals largely pertain to standards of various products and guidelines pertain to implementation of various amendments.

Ministry of Civil Aviation

The Ministry of Civil Aviation has issued 48 updations (29 guidelines, 9 circulars and 10 manuals) during the period. The documents are mainly related to the requirements of Civil Aviation such as procedure for dangerous goods inspection, safety requirements of unlicensed aerodromes, flight operators' inspection manual etc.

Airports Authority of India

AAI have issued 45 documents/circulars during the campaign period. Among these, 8 documents relate to HR, the remaining belongs to Technical Instructions such as SOP for weeding out physical records/files after digitization, AAI's residential Accommodation Allotment policy, employee recognition mechanism in AAI, Centralized Monitoring System of all services at Airport, Materials Management, AAI transfer Policy, Medical Dependency etc.

Agriculture Insurance Company of India Limited

Agriculture Insurance Company of India Limited has released updated procurement manual for goods & services in their organisation in Nov 2022.

Pension Fund Regulating and Development Authority

PFRDA has issued various updated guidelines/circulars in Legal, Administration, Internal Audit, Regulation Process Management areas. Organisation has updated its operation manual of various departments. Amendments were carried out in PFRDA Act and Regulations have been printed in the Compendium. The Board of PFRDA gave approval on "Adoption of General Financial Rules (GFR) for procurement of goods, works and services in PFRDA.

Bank of Baroda

Bank of Baroda has streamlined their process of issuing & updating guidelines and circulars. The time period i.e. validity of circulars/guidelines are closely monitored and necessary updation/reviews are being done on time. During the period, instructions / circulars pertaining to promotion policy for officers, policy on related party Transactions & Material subsidiaries for Domestic Subsidiaries, JV & Associates, Communications, Reputation & Crisis Management Policy, Internal whistle Blower Policy for Employees and Directors etc. were updated/issued.

Bank of Maharashtra

Bank of Maharashtra has issued/updated 21 nos of guidelines/circulars/manuals during the campaign period. The various areas, inter-alia, pertain to Controlling of Frauds, Surprise Verification of Currency Chests, Revised Forensic Audit Policy, Policy

for engaging Direct Sales Agents (DSAs), introduction of new format for conducting Staff Accountability examination in Delayed Recovery Action, Policy on soliciting & servicing insurance policy under open architecture as corporate agent, Master Circulars-comprehensive guidelines of staff vehicle loan , SOP for software Development Life Cycle (DLC) and change Management etc.

Bharat Petroleum Company Limited

Bharat Petroleum Company Ltd. (BPCL) has issued various guidelines at its intra link for ready reference of uses such as process for repayment of loans availed by employee, buyer's guidelines for release of GST amounts, use of transit flats and hotel accommodation while on outstation tour, restriction on Sr. Executive holding board level position in joining commercial undertakings. The complaint handling policy of BPCL has also been updated and published at BPCL website. Further, cyber frauds complaint handling policy was adopted by BPCL Management with a view to protect BPCL's name and logo from fraudulent transaction/activities.

Central Vigilance Commission

Central Vigilance Commission emphasizes upon standardisation of rules and procedures as this can result in elimination of discretion and arbitrariness, which in turn reduces corruption. Identifying areas involving exercise of discretion which are not governed by guidelines together with a complete review of existing rules and regulations needs to be undertaken to introduce clarity and accountability. The Commission has identified simplification/ updation of procedures and guidelines amongst the most effective steps in preventive vigilance.

Based on the inputs received from various stakeholders and on examination of the vigilance matters, the Commission has issued updated guidelines during 2022 to bring about clarity in the procedures aimed at plugging the systemic loopholes. A total of 10 circulars have been issued during the campaign period.

Key takeaway and conclusion

Any organisation which does not update its rules / regulations / guidelines / manuals as per the changing external and internal environment faces risk of either slump in functional efficiency or increase in vigilance cases denting both reputation and business.

During the campaign period, over 800 new executive instructions/updated circulars have been issued by different organisations which itself is an indication of success of the campaign.

The Commission acknowledges the initiatives taken by various organisations, who have updated their procedures/manuals/circulars during the campaign period. The Commission is of the opinion that while many organisations have put in their best efforts to update their existing regulations/guidelines during the campaign period, more works are still to be done in this area and needs constant revision/updation throughout the year.

The Commission firmly believes that the regular updation of circulars/guidelines/manuals in the organisation bring more transparency and create a system which will have least possibility of misinterpretation/misuse of rules/regulations, thus minimizing any scope of corruption. Hence, other organisations are also advised to undertake such initiatives in a time bound manner.

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DISPOSAL OF COMPLAINTS

The Central Vigilance Commission has always accorded highest priority towards deft handling of complaints and has time and again been pursuing and advising Ministries/ Departments/ Organisations to take prompt actions on them. In this direction, it is essential that paramount importance is given to the timely disposal of complaints received in the organisations. It must be appreciated that if complaints are kept pending for unduly long periods, the genuine complainant feels frustrated and the concerned official, if guilty, continues to get protection. While, if an official is innocent, he/ she continues to suffer due to delay in investigation.

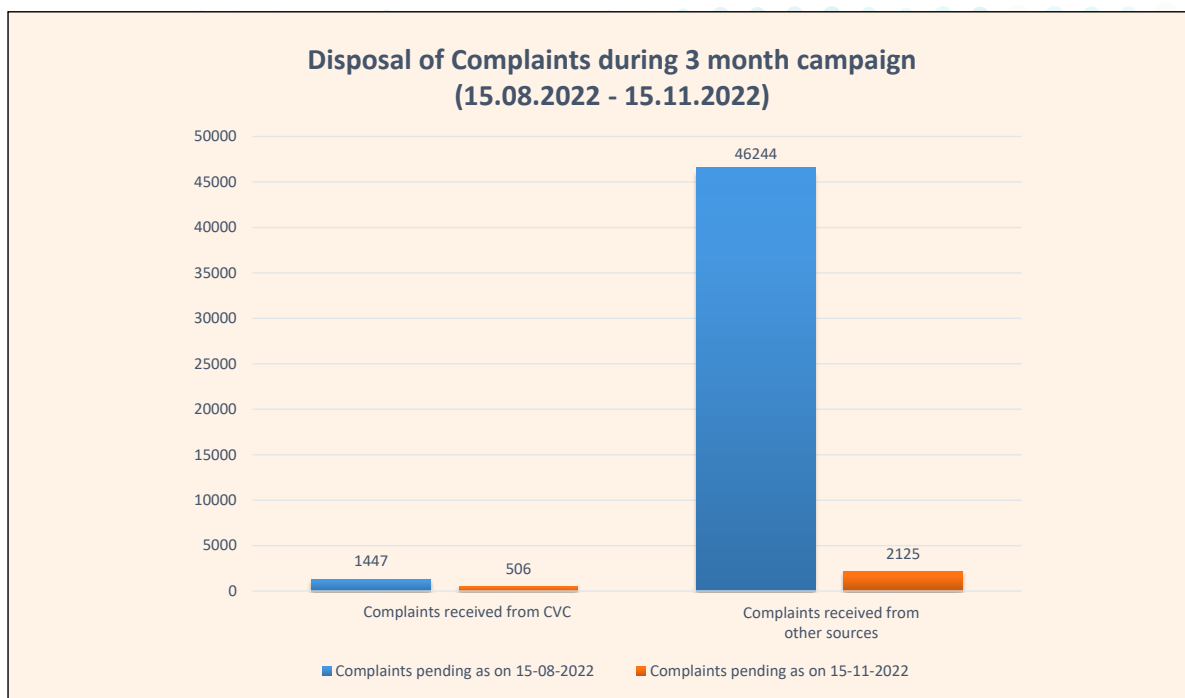
The Hon'ble Prime Minister, while addressing the gathering during the Vigilance Awareness Week celebrations of the Commission on 3rd November, 2022, emphasized on the need for auditing the data of public grievances in order to get hold onto the root causes of corruption in the concerned departments.

The Commission observed that various complaints sent for necessary action by the Commission or received by the organisation directly remained unattended for long in many organisations. The Commission advised all the organisations to attend all the complaints pending in the organisations as on 15th August, 2022 in a campaign mode and take these complaints to a logical conclusion by the 15th November, 2022. The notable outcome of this initiative are highlighted below:

Outcome of the initiative

- ❖ Total 47,185 – Complaints disposed off, including:
 - ❑ 941 – as received from CVC for necessary action and;
 - ❑ 46,244 – as received from other sources
- ❖ Organisations collectively disposed 65.03 % of total complaints received from CVC and 95.60% of total complaints received by them from other sources

The 3-month campaign resulted in an overwhelming response from all the Ministries/ Departments/ Organisations in respect of dealing with pending complaints. A comparative statement of the CVC complaints sent for necessary action and complaints pending for disposal as on 15 November 2022 has been depicted below.



The significantly reduced bars illustrated above are clearly indicative of the massive success of the 3-month campaign as far as actions for disposal of pending complaints by the organisations are concerned.

The statistics received from various organisations show that it has been a collective efforts by all, and some organisations performed extremely well in being decisive with the complaints at their end. The top performing organisations in respect of disposal of complaints sent by the Commission for necessary action are Directorate of Enforcement, Department of Defence, New Delhi Municipal Corporation, Visakhapatnam Port Authority and Employees' State Insurance Corporation. Top performing organisations in respect of complaints received from other sources are Bank of Baroda, Canara Bank, Punjab National Bank, Union Bank of India and Punjab & Sind Bank.

Key takeaway and conclusion

Lodging of complaints to highlight corrupt practices in the organisations is an important tool available to all stakeholders to expose the prevalence of corruption and redressal of grievances. These complaints must be attended by each organisation appropriately within a fixed timeframe. No organisation can claim to be accountable, responsive and user-friendly unless it has established an efficient and effective mechanism for timely disposal of complaints.

Focusing on disposal of complaint pending in different organisations in campaign mode has significantly reduced the pendency of complaints and led to setting up of a system for prompt action to be taken for disposal of complaints. It goes without saying that early disposal of complaints would result in plugging of loopholes, reducing the scope of malpractices, paving way for systemic improvements and serves as a preventive vigilance tool.

Some of the notable best practices drawn out of the campaign include maintenance of complaint register, monitoring of complaints through Information and Communication Technology (ICT) tools, prioritizing disposal of complaints within a timeline, providing built red flags/escalation in case of delay in handling of complaints and availability of online status of action on complaints.

The Commission appreciated the initiatives taken by various organisations during the campaign period and desires that all the organisations shall continue disposal of complaints promptly.

LIST OF ORGANISATIONS

S. No.	Organisation
1	Agriculture Insurance Company of India Limited
2	AI Assets Holding Limited
3	Air HQ, Rafi Marg, New Delhi
4	Airports Authority of India
5	All India Council for Technical Education
6	All India Institute of Medical Sciences
7	Andaman Lakshadweep Harbour Works, Ministry of Shipping
8	Andrew Yule & Company Limited
9	Anti Corruption Committee
10	ANTRIX Company Limited, Bangalore
11	Army Public School Gopalpur, Golabandha
12	Assam Rifles
13	Assam University
14	Atma Ram Sanatan Dharma College
15	Atomic Energy Central School-I, Kalpakkam
16	Bal Bharati Public School, Ganga Ram Road, Delhi
17	Balmer Lawrie & Company Limited
18	Bank of Baroda
19	Bank of Maharashtra
20	Bengal Chemicals & Pharmaceuticals Limited
21	Berhampur University
22	Bhakra Beas Management Board
23	Bharat Broadband Network Limited
24	Bharat Coking Coal Limited
25	Bharat Dynamics Limited
26	Bharat Earth Movers Limited
27	Bharat Electronics Limited
28	Bharat Heavy Electricals Limited

S. No.	Organisation
29	Bharat Petroleum Corporation Limited
30	Bharat Sanchar Nigam Limited
31	Bharatiya Nabhikiya Vidyut Nigam Limited
32	Bhartiya Reserve Bank Note Mudran Private Limited (BRBNMPL)
33	Bird Group of Companies
34	Board of Practical Training (Eastern Region)
35	Bokaro Power Supply Company (P) Limited
36	Brahmaputra Board, Ministry of Jal Shakti
37	Brahmaputra Valley Fertilizer Corporation Limited
38	Bridge and Roof Company India Limited
39	Bureau of Indian Standards
40	Canara Bank
41	Cement Corporation of India limited
42	Central Board of Secondary Education
43	Central Council for Research in Ayurvedic Sciences
44	Central Council for Research in Yoga & Naturopathy
45	Central Industrial Security Force
46	Central Institute of Petrochemicals Engineering & Technology(CIPET)
47	Central Mine Planning & Design Institute
48	Central Public Works Department
49	Central Registry of Securitisation Asset Reconstruction and Security Interest of India
50	Central Silk Board
51	Central University of Karnataka
52	Central Vigilance Commission
53	Central Warehousing Corporation
54	Centre for Development of Advanced Computing
55	Centre for Development of Telematics
56	Chennai Petroleum Corporation Limited
57	Chennai Port Authority
58	Coal India Limited

S. No.	Organisation
59	Coal Mines Provident Fund Organisation
60	Consulate General of India, Birgunj
61	Container Corporation of India Limited
62	Council of Scientific and Industrial Research
63	Dedicated Freight Corridor Corporation of India Limited
64	Deendayal Port Authority
65	Defence Accounts Department
66	Delhi Development Authority
67	Delhi Metro Rail Corporation Limited
68	Delhi Transport Corporation
69	Department of Administrative Reforms and Public Grievances
70	Department of Chemicals and Petrochemicals
71	Department of Consumer Affairs, Ministry of Consumer Affairs
72	Department of Empowerment of Persons with Disabilities
73	Department of Posts
74	Department of Public Enterprises
75	Department of Space
76	Director General of Audit, West Central Railways
77	Directorate General of Civil Aviation
78	Directorate of Enforcement
79	Directorate of Ordnance
80	Dr. YSR Architecture and Fine Arts University Kadapa
81	Dredging Corporation of India Limited
82	Eastern Railway
83	Eastern Coalfields Limited
84	Education & Research Network of India (ERNET INDIA)
85	Electronics & Information Technology Department
86	Electronics Corporation of India Limited
87	Electronics Corporation of Tamil Nadu Limited
88	Employees' State Insurance Corporation
89	Employees' Provident Fund Organisation

S. No.	Organisation
90	Engineering Projects (India) Limited Eastern Regional Office
91	Engineering Projects (India) Limited Northern Regional Office
92	Engineering Projects (India) Limited Southern Regional Office
93	Engineering Projects (India) Limited Western Regional Office
94	Engineers India Limited
95	Export Credit Guarantee Corporation of India Limited
96	Export-Import Bank of India
97	FCI Aravali Gypsum and Minerals (India) Limited
98	Ferro Scrap Nigam Limited
99	Food Corporation of India
100	Gangadhar Meher University, Sambalpur
101	Garden Reach Shipbuilders & Engineers Limited
102	Garrison Engineer, Karanja
103	Gas Authority of India Limited
104	General Insurance Corporation of India
105	Geological Survey of India
106	Goa Shipyard Limited
107	Government of NCT, Delhi
108	Government of Maharashtra (General Administration Department)
109	Government of Punjab (Department of Vigilance)
110	Govt. Boys Senior Secondary School, New Kondli, Delhi
111	Govt. Boys Senior Secondary School, X Block, Brahmpuri, Delhi
112	Govt. Girls Senior Secondary School, Tulsi Nagar, Delhi
113	Govt. Girls Senior Secondary School, Zero Pusta Road, Delhi
114	Govt. ITI Hamirpur
115	Govt. Sarvodaya Kanya Vidyalaya, H-BLOCK Sultanpuri, Delhi
116	GRID Controller of India Limited
117	Guru Gobind Singh Indraprastha University
118	Heavy Engineering Corporation Limited
119	Hindustan Aeronautics Limited
120	Hindustan Antibiotics Limited

S. No.	Organisation
121	Hindustan Copper Limited
122	Hindustan Insecticides Limited (INDIA) Limited
123	Hindustan Organics Chemical Limited
124	Hindustan Petroleum Corporation Limited
125	Hindustan Prefab Limited
126	Hindustan Salts Limited
127	Hindustan Shipyard Limited
128	Hindustan Steel Works Construction Limited
129	Housing & Urban Development Corporation Limited
130	ICAR - National Academy of Agricultural Research Management
131	ICAR -Central Institute for Women in Agriculture
132	ICAR- National Rice Research Institute
133	ICAR Research Complex for NEH Region, Nagaland Centre
134	IFCI Limited
135	IILM Academy of Higher Learning, Lucknow
136	IIS (Deemed to be University) Jaipur
137	India Infrastructure Finance Company Limited
138	India Post Payments Bank
139	India Trade Promotion Organisation
140	Indian Bank
141	Indian Bureau of Mines
142	Indian Council of Agriculture Research
143	Indian Council of Medical Research
144	Indian Council of Social Science Research
145	Indian Institute of Information Technology, Kalyani
146	Indian Institute of Management, Ahmedabad
147	Indian Institute of Management, Calcutta
148	Indian Institute of Science
149	Indian Institute of Science Education and Research, Kolkata
150	Indian Institute of Science Education and Research Thiruvananthapuram (Ministry of Education)

S. No.	Organisation
151	Indian Institute of Science Education and Research, Pune
152	Indian Institute of Science Education and Research, Tirupati
153	Indian Institute of Technology (Banaras Hindu University), Varanasi
154	Indian Institute of Technology, Hyderabad
155	Indian Institute of Technology, Mandi
156	Indian Institute of Technology, Palakkad
157	Indian Maritime University
158	Indian Oil Corporation Limited
159	Indian Overseas Bank
160	Indian Railways Catering and Tourism Corporation
161	Indian Renewable Energy Development Agency Limited
162	Indian Telephone Industries Limited
163	Indian Tourism Development Corporation Limited
164	Indira Gandhi Rashtriya Uran Akademi
165	Indraprastha Power Generation Company Limited
166	Industrial Development Bank of India
167	Institute for Design of Electrical Measuring Instruments
168	Instrumentation Limited
169	IRCON International Limited
170	Jamia Millia Islamia University
171	Jawaharlal Nehru Port Authority
172	Kamarajar Port Limited
173	Karnataka Antibiotics & Pharmaceuticals Limited, Bangalore
174	Kendriya Vidyalaya Sangathan
175	Khadi and Village Industries Commission
176	Konkan Railway Corporation Limited
177	Kotpad College Koraput, Orissa
178	Krishna River Management Board
179	Kudremukh Iron Ore Company Limited
180	Life Insurance Corporation of India
181	Mahanadi Coalfields Limited

S. No.	Organisation
182	Mahanagar Telephone Nigam Limited
183	Mahatma Gandhi Mission Institute of Health Sciences
184	Mahatma Gandhi Institute for Rural Industrialisation
185	Mahatma Gandhi Mission Institute of Health Sciences
186	Mangalore Refinery & Petrochemicals Limited
187	Manganese Ore India Limited
188	Maulana Azad National Institute of Technology
189	Mazagon Dock Shipbuilders Limited
190	Metal Scrap Trade Corporation (MSTC) Limited
191	Metallurgical & Engineering Consultants (India) Limited (MECON)
192	Metals & Minerals Trading Corporation of India Limited
193	Mineral Exploration and Consultancy Limited
194	Ministry of Agriculture and Farmers Welfare
195	Ministry of Chemical and Fertilizers
196	Ministry of Civil Aviation
197	Ministry of Communications
198	Ministry of Corporate Affairs
199	Ministry of Defence (Office of the JS & CAO)
200	Ministry of Earth Sciences
201	Ministry of Electronics & Information Technology
202	Ministry of External Affairs
203	Ministry of Finance, Department of Revenue
204	Ministry of Fisheries, Animal Husbandry and Dairying
205	Ministry of Heavy Industries
206	Ministry of Home Affairs
207	Ministry of Housing and Urban Affairs
208	Ministry of Information and Broadcasting
209	Ministry of Mines
210	Ministry of New & Renewable Energy
211	Ministry of Panchayati Raj
212	Ministry of Parliamentary Affairs

S. No.	Organisation
213	Ministry of Personnel, Public Grievances and Pensions
214	Ministry of Petroleum and Natural Gas
215	Ministry of Science and Technology
216	Ministry of Steel
217	Ministry of Textiles
218	Ministry of Tribal Affairs
219	Ministry of Tourism
220	Mishra Dhatu Nigam Limited (MIDHANI)
221	Monad University, Hapur
222	Mormugao Port Authority, Goa
223	MSME Development & Facilitation Office, Ludhiana
224	Mumbai Port Authority
225	Munitions India Limited
226	Narmada Hydroelectric Development Corporation Limited
227	National Aluminium Company Limited
228	National Bank for Agriculture and Rural Development (NABARD)
229	National Board of Examinations in Medical Sciences
230	National Council of Educational Research and Training (NCERT)
231	National Dairy Development Board
232	National Fertilizers Limited
233	National Handloom Development Corporation
234	National High Speed Rail Corporation Limited
235	National Highway & Infrastructure Development Corporation Limited
236	National Highways Authority of India
237	National Housing Bank
238	National Institute of Electronics and Information
239	National Institute of Open Schooling
240	National Institute of Technical Teacher's Training & Research (NITTTR)
241	National Institute of Technology, Kurukshetra
242	National Institute of Technology, Puducherry
243	National Institute of Unani Medicine

S. No.	Organisation
244	National Insurance Company Limited
245	National Mineral Development Corporation Limited
246	National Minorities Development & Finance Corporation
247	National Power Training Institute
248	National Projects Construction Corporation Limited
249	National Scheduled Castes Finance and Development Corporation
250	National Security Guard, HQ Directorate General
251	National Small Industries Corporation Limited
252	National Textile Corporation Limited
253	NTPC Limited
254	National Water Development Agency
255	NBCC (India) Limited
256	Nepa Limited, Neapanagar
257	New Delhi Municipal Council
258	New Mangalore Port Authority
259	NLC India Limited
260	North Eastern Electric Power Corporation Limited
261	North Eastern Institute of Ayurveda & Folk Medicine Research
262	Northern Coalfields Limited
263	Nuclear Power Corporation of India Limited
264	Numaligarh Refinery Limited
265	Odisha Computer Application Centre
266	Odisha State Road Transport Corporation
267	Office of Controller General of Accounts
268	Office of Director General of Audit
269	Office of Income Tax Settlement Commission
270	Office of Presiding officer, Industrial Tribunal, Bhubneswar
271	Office of the Accountant General (Audit) Punjab,
272	Office of the Deputy Commissioner of Police Vigilance
273	Oil and Natural Gas Corporation Limited
274	Oil India Limited

S. No.	Organisation
275	Oil Industry Safety Directorate
276	Pawan Hans Limited
277	PEC Limited
278	Pension Fund Regulatory and Development Authority
279	Pharmacopoeia Commission for Indian Medicine and Homeopathy, Ministry of AYUSH
280	Postgraduate Institute of Medical Education & Research, Chandigarh
281	Power Finance Corporation Limited
282	Power Grid Corporation of India Limited
283	Prasar Bharati
284	Projects & Development India Limited
285	Punjab & Sind Bank
286	Punjab National Bank
287	Punjab University, Chandigarh
288	Rail India Technical and Economic Service (RITES) Limited
289	Rail Vikas Nigam Limited
290	RailTel Corporation of India Limited
291	Rajasthan Electronics & Instruments Limited
292	Rajiv Gandhi National Aviation University
293	Ramagundam Fertilizers and Chemicals Limited
294	Rashtriya Chemicals and Fertilizers Limited
295	Rashtriya Ispat Nigam Limited
296	Ratnagiri Gas and Power Private Limited
297	Regional Directorate of Education
298	Reserve Bank of India
299	Rubber Board, Ministry of Commerce and Industry
300	Rural Electrification Corporation Limited
301	Sardar Vallabhbhai National Institute of Technology, Surat
302	Sardar Vallabhbhai Patel National Police Academy
303	Sarvodaya Bal Vidyalaya, PKT-IV, Mayur Vihar, Phase-I, Delhi
304	Sarvodaya Kanya Vidyalaya , Q-Block, Mangolpuri, Delhi

S. No.	Organisation
305	Sarvodaya Kanya Vidyalaya, Ghitorni, Delhi
306	Sashastra Seema Bal
307	Satluj Jal Vidyut Nigam Limited
308	School of Planning and Architecture, Bhopal
309	Securities and Exchange Board of India
310	Security Printing and Minting Corporation of India Limited
311	Shivlingeshwar College of Pharmacy
312	Small Industries Development Bank of India
313	Software Technology Parks of India
314	South Eastern Coalfields Limited
315	Sports Authority of India
316	Sports Authority of India, Northern Regional Center
317	State Bank of India
318	State Law Commission, Chennai
319	State Trading Corporation of India
320	Steel Authority of India Limited
321	Syama Prasad Mookherjee Port
322	Talcher Fertilizers Limited
323	Tamil Nadu Grama Bank
324	Tamil Nadu State Marketing Corporation
325	THDC India Limited
326	The Automotive Research Association of India
327	The Braithwaite Burn and Jessop Construction Company Limited
328	The Cotton Corporation of India Limited
329	The Fertilisers and Chemicals Travancore Limited
330	The New India Assurance Company Limited
331	The Oriental Insurance Company Limited
332	The Shipping Corporation of India Limited
333	The Tamil Nadu Dr. M.G.R Medical University
334	Tobacco Board, Guntur
335	UCO Bank

S. No.	Organisation
336	Union Bank of India
337	Unique Identification Authority of India
338	United India Insurance Company Limited
339	University Grants Commission
340	University of Delhi
341	V. O. Chidambaranar Port Authority
342	Vardhman Mahavir Medical College and Safdarjung Hospital
343	Visakhapatnam Port Authority
344	Visvesvaraya National Institute of Technology
345	Vizag Steel
346	WAPCOS Limited
347	Warehousing Development and Regulatory Authority
348	Water Resources Department, Mettur Dam Division
349	Western Coalfields Limited
350	Women's Christian College
351	Yantra India Limited



This issue of **VIGEYE VANI** is published
in collaboration with

NEW DELHI MUNICIPAL COUNCIL

(NDMC Head Office)

Palika Kendra, Parliament Street, New Delhi-110001

NEW COMPLAINT MANAGEMENT SYSTEM PORTAL

<https://portal.cvc.gov.in>



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