



# केन्द्रीय भण्डारण निगम

(भारत सरकार का उपक्रम)

# Central Warehousing Corporation (A Govt. of India Undertaking)



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# पीयूष गोयल PIYUSH GOYAL



वाणिज्य एवं उद्योग, उपभोक्ता मामले, खाद्य और सार्वजनिक वितरण तथा वस्त्र मंत्री, भारत सरकार

MINISTER OF COMMERCE & INDUSTRY, CONSUMER AFFAIRS, FOOD & PUBLIC DISTRIBUTION AND TEXTILES, GOVERNMENT OF INDIA



संदेश

यह अत्यंत हर्ष का विषय है कि केन्द्रीय भंडारण निगम द्वारा 30 अक्तूबर से 05 नवम्बर, 2023 तक सतर्कता जागरूकता सप्ताह मनाया जा रहा है। यह सप्ताह भ्रष्टाचार का विरोध करने और हमारे महान राष्ट्र को परिभाषित करने वाले मूल्यों को बरकरार रखने के हमारे साझा दायित्व का स्मरण कराता है।

भ्रष्टाचार किसी भी देश की प्रगित में सबसे बड़ी बाधा है। यह परस्पर विश्वास को ख़त्म करने के साथ-साथ विकास को बाधित कर, समाज में असमानता पैदा करता है। भ्रष्टाचार से लड़ने के लिए व अपनी युवा पीढ़ी के लिए उज्ज्वल भविष्य के निर्माण हेतु हमें अपने देश के प्रत्येक नागरिक में राष्ट्रवाद, ईमानदारी और सत्यनिष्ठा की भावना को बढ़ावा देना होगा। आइए, हम एक साथ मिल कर, दायित्व और ईमानदारी के मूल्यों को बनाए रखने का संकल्प लें। हमारा ऐसा कृत्य एक ऐसे राष्ट्र के निर्माण में योगदान देगा, जहां न्याय सर्वोच्च होगा, प्रचुर मात्रा में अवसर उपलब्ध होंगे और हमारी सामृहिक आकांक्षाएं पूरी होंगी।

आइए, सतर्कता जागरूकता सप्ताह के दौरान हम एकजुट होकर भ्रष्टाचार के विरुद्ध अपने संकल्प को सशक्त करें और एक समृद्ध, भ्रष्टाचार मुक्त भारत के निर्माण के लिए प्रतिबद्ध हों। भ्रष्टाचार के संपूर्ण उन्मूलन से हम अपने राष्ट्र के इतिहास में एक ऐसा नया अध्याय लिख सकते हैं, जिसमें नैतिक आचरण और दृढ़ सतर्कता की छाप होगी।

केन्द्रीय भंडारण निगम को 'सतर्कता संवेदन 2023' को प्रकाशित करने हेतु उनके उल्लेखनीय प्रयासों के लिए मेरी हार्दिक शुभकामनाएं।

एरिगांट मिर्मा

पीयूष गोयल





# साध्वी निरंजन ज्योति SADHVI NIRANJAN JYOTI



ग्रामीण विकास राज्य मंत्री भारत सरकार MINISTER OF STATE FOR CONSUMER AFFAIRS, FOOD AND PUBLIC DISTRIBUTION & RURAL DEVELOPMENT GOVERNMENT OF INDIA



D.O. No.3.35.(H.).MoS (CA, F&PD and RD) 2023



उपभोक्ता मामले, खाद्य और सार्वजनिक वितरण एवं

#### संदेश

यह जानकर खुशी हुई कि हम **"भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें"** की थीम के तहत 30 अक्टूबर से 5 नवंबर, 2023 तक सतर्कता जागरूकता सप्ताह मना रहे हैं। यह सप्ताह भ्रष्टाचार के विरोध और नैतिक मूल्यों की रक्षा हेतु हमारे सामूहिक दायित्व की याद दिलाता है।

मैं 'सतर्कता संवेदन' के 23वें संस्करण के प्रकाशन में उल्लेखनीय प्रयासों के लिए केन्द्रीय भंडारण निगम की हार्दिक सराहना करती हूँ।

भ्रष्टाचार एक विकट चुनौती बना हुआ है जो हमारे देश के विकास में बाधा उत्पन्न करता है और हमारे नागरिकों के विश्वास को क्षीण करता है। इस सप्ताह हम सामूहिक रूप से भ्रष्टाचार के सभी रूपों को अस्वीकार करने और अपने महान राष्ट्र की प्रगित के लिए स्वयं को समर्पित करने का संकल्प लें। मैं आप सभी से इस वर्ष के सतर्कता जागरूकता सप्ताह की थीम पर विचार करने और इस महान मिशन से जुड़ने का आग्रह करती हूँ। आइए, हम स्वयं को भ्रष्टाचार मुक्त भारत के लिए प्रतिबद्ध करें जहां अखंडता, जवाबदेही और पारदर्शिता हमारे समाज की आधारशिला हो।

इस सतर्कता जागरूकता सप्ताह में हम भ्रष्टाचार मुक्त भारत के निर्माण के लिए स्वयं को प्रतिबद्ध करते हुए आने वाली पीढ़ियों के लिए एक उज्ज्वल भविष्य को आकार दें।

मैं सतर्क और उज्ज्वल भारत के स्वप्न के साथ केन्द्रीय भंडारण निगम के समर्पण की सराहना करती हूँ।

(साध्वी निरंजन ज्योति)



कार्यालयः 197, ई विंग, कृषि भवन, डॉ० आर.पी. रोड, नई दिल्ली–110001 Office: 197, E Wing, Krishi Bhawan, Dr. R.P. Road, New Delhi-110001 दूरमाषः 011∸23388823, 23388859 ● फैक्सः 011–23388827 ● वेब : http://dfpd.gov.in निवासः बंगला नं. 13, न्यू मोती बाग, नई दिल्ली–110021

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पर्यावरण, वन एवं जलवायु परिवर्तन उपभोक्ता मामले, खाद्य और सार्वजनिक वितरण भारत सरकार MINISTER OF STATE ENVIRONMENT, FOREST AND CLIMATE CHANGE CONSUMER AFFAIRS, FOOD & PUBLIC DISTRIBUTION

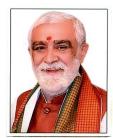
राज्य मंत्री

**GOVERNMENT OF INDIA** 









हम 30 अक्टूबर से 05 नवंबर, 2023 तक सतर्कता जागरूकता सप्ताह मना रहें हैं। यह सप्ताह हमारे लिए सतर्कता, सत्यिनष्ठा और पारदर्शिता के मूल्यों के प्रति पुनः प्रतिबद्ध होने का एक महत्वपूर्ण अवसर है। इस वर्ष की थीम है "अष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें"। इस अवसर पर केन्द्रीय भंडारण 'सतर्कता संवेदन' के 23वें संस्करण को प्रकाशित कर रहा है।

सतर्कता केवल कदाचार उपरांत दंडात्मक कार्रवाई नहीं है, अपितु यह उससे अधिक एक सक्रिय दृष्टिकोण अपनाने के बारे में है, जिसे हम 'निवारक सतर्कता' भी कहते हैं।

सतर्कता संवेदन' का आपका यह अंक इस दिशा में एक आधार स्तम्भ, एक प्रकाश पुंज सिद्ध होगा, क्योंकि यह अंक पारदर्शी प्रशासनिक तंत्र और स्वस्थ प्रथाओं को स्थापित करने पर केंद्रित है। प्रिवेंटिव विजीलेंस कदाचार के लिए संभावित अति संवेदनशील क्षेत्रों की पहचान करके निवारक सतर्कता के रूप में कार्य करती है, जिससे हमारी कार्यप्रणाली की पवित्रता और दक्षता सुनिश्चित होती है।

भ्रष्टाचार एक ऐसा खतरा है जो किसी भी समाज की नींव को कमजोर कर देता है। इसलिए भ्रष्टाचार मुक्त वातावरण सुनिश्चित करना हमारा सामूहिक दायित्व है। हमें अपने जीवन के हर पहलू में पारदर्शिता, जवाबदेही और नैतिक आचरण की संस्कृति को बढ़ावा देना होगा। यह सप्ताह भ्रष्टाचार मुक्त विकसित भारत बनाने के संकल्प में एकजुट होने का एक अवसर है। यह न्यायसंगत और पारदर्शी समाज के महान उद्देश्य में योगदान करने का आमंत्रण है।

आइए, हम भ्रष्टाचार का विरोध करें और अपने राष्ट्र के सर्वांगीण विकास के लिए प्रतिबद्ध होने का संकल्प लें, एकजुट हों। इसके लिए पारदर्शी प्रक्रियाओं को अपना कर, उत्तरदायित्वपूर्ण संस्कृति को बढ़ावा देकर, सतर्कता एवं निवारक सतर्कता प्रक्रिया अपना कर इस अमृत काल के शुभारम्भ में करोड़ों देशवासियों के विकसित भारत के सपनों में अपना योगदान दें। आपके प्रयास के लिए बधाई एवं साध्वाद।

(अश्विनी कुमार चौबे)

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संजीव चोपड़ा सचिव SANJEEV CHOPRA SECRETARY





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23<sup>rd</sup> October 2023

संदेश

जैसा कि विदित है कि "Say no to corruption; commit to the Nation- भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें" विषय पर 30 अक्टूबर से 05 नवंबर, 2023 तक सतर्कता जागरूकता सप्ताह मनाया जा रहा है, इस अवसर पर आइए हम जीवन के सभी क्षेत्रों में भ्रष्टाचार से लड़ने का संकल्प लें और स्वस्थ, पारदर्शी और कुशल प्रणाली विकसित करने के लिए ईमानदारी, अच्छे आचरण और स्व-नियमन का प्रदर्शन करें।

मैं केन्द्रीय भंडारण निगम की 'सतर्कता संवेदन' के 23वें संस्करण के प्रकाशन के प्रति प्रतिबद्धता और समर्पण से अत्याधिक प्रभावित हूं। सतर्कता और पारदर्शिता को प्रोत्साहित करने के प्रति उनकी निष्ठा हमारे राष्ट्र के प्रति उनकी प्रतिबद्धता का प्रमाण है।

भ्रष्टाचार सभी प्रकार से हमारे देश की प्रगति में बाधक है और हमारे देश के नागरिकों के हितों के लिए खतरा है। विकास और समृद्धि की दिशा में आगे बढ़ते हुए यह आवश्यक है कि हम सामूहिक रूप से भ्रष्टाचार का विरोध करें और राष्ट्र के प्रति दढ़ संकल्प रखें।

भ्रष्टाचार को ना कहकर,हम उस न्यायपूर्ण और न्यायसंगत भारत के प्रति अपनी निष्ठा दर्शाते हैं जहां पारदर्शिता, अखंडता और उत्तरदायित्व के सिद्धांत हमारे कार्यों को दिशा दिखाते हैं। भ्रष्टाचार उन्मूलन विकल्प नहीं है बल्कि यह हमारे समाज के हित के लिए आवश्यक है।

आइए, इस सप्ताह हम भ्रष्टाचार को ना कह्ने एवं भ्रष्टाचारमुक्त भारत के लिए स्वयं को प्रतिबंद्ध करने के अपने दृढ़ संकल्प के लिए संगठित हों। हमारे सामूहिक प्रयास आशा की किरण के रूप में कार्य करेंगे जो हमें एक ऐसे भविष्य की और लेकर जाएंगे जहां सतर्कता और अखंडता हमारे समाज का आधार होगी।

मैं केन्द्रीय भंडारण निगम को सत्यनिष्ठा और सतर्कता के मूल्यों को मजबूत करते हुए 'सतर्कता जागरूकता सप्ताह,2023' को सफल बनाने के उनके अथक प्रयासों में निरंतर सफलता की शुभकामनाएं देता हूं।

(संजीव चोपड़ा)





# केन्द्रीय संतर्कता आयोग CENTRAL VIGILANCE COMMISSION सतर्कता भवन, जी.पी.ओ. कॉम्पलैक्स,



सतर्कता भवन, जी.पी.ओ. कॉम्पलैक्स, ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023 Satarkta Bhawan, G.P.O. Complex, Block A, INA, New Delhi-110023 पं./No.....023/VGL/035

दिनांक / Dated.....

#### **MESSAGE**

### Vigilance Awareness Week (30th October to 5th November, 2023)

Central Vigilance Commission is observing Vigilance Awareness Week, 2023 from the 30<sup>th</sup> October to the 5<sup>th</sup> November, 2023. Everyyear, Vigilance Awareness Week is observed as an outreach measure to create greater awareness about the importance of integrity and ethics in public life. The theme for this year is:

"Say no to corruption; commit to the Nation, भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें"

As a prelude to Vigilance Awareness Week 2023, the Commission has sought the participation of all Central Government authorities/organisations to undertake a three-month campaign (16<sup>th</sup> August to 15<sup>th</sup> November) on preventive vigilance activities as focus areas. As a means of eliciting public participation while also disseminating information on vigilance matters, the Commission has launched a quiz on vigilance matters.

The Commission is also issuing three publications: (i) Best Practices in Vigilance Administration, (ii) Increasing transparency through the use of technology, and (iii) Public Procurement: Challenges and Way Forward. The idea behind these is to disseminate information regarding effective and innovative initiatives undertaken by different organizations to serve as a point of reference and a way forward.

The Commission solicits the participation of all the citizens to come together in bringing about transparency and accountability in public administration.

(Arvinda Kumar) Vigilance Commissioner

(Praveen K. Srivastava)
Central Vigilance Commissioner





अमित कुमार सिंह प्रबन्ध निदेशक Amit Kumar Singh Managing Director





### केन्द्रीय भण्डारण निगम (भारत सरकार का उपक्रम) Central Warehousing Corporation (A Government of India Undertaking)



MESSAGE

I am delighted to extend my heartfelt greetings on the occasion of the 23rd edition of "Satarkta Samvedan 2023". This e-book release holds special significance as it aligns seamlessly with Vigilance Awareness Week 2023, marked by the theme, "Say no to corruption; commit to the Nation - भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें".

As we embrace Vigilance Awareness Week, let us collectively reflect on our shared responsibility to nurture a culture of transparency and accountability. This is a time for us to reiterate our unwavering commitment to the highest ethical standards and to serve as exemplars for our colleagues, peers, and the broader community.

In our pursuit of vigilance, we commit to fostering a culture of integrity, accountability, and ethical conduct within our organization and the wider community. This e-book is a testament to our dedication to these values.

As public servants, we all must be acutely aware of the immense responsibility that rests on our shoulders. Our actions, decisions, and leadership sets the tone for the entire organization. We must lead by example, embodying the principles of vigilance and ethical conduct, and inspire those around us to do the same.

To our readers, I urge you to explore the pages of "Satarkta Samvedan 2023" with an open mind. May its contents inspire you to take concrete actions that will shape a brighter future, not only for our organization but for our society as a whole.

As members of the Central Warehousing Corporation, let us collectively pledge to uphold the principles of vigilance, ethics, and transparency throughout the year. Our united efforts will continue to mold the destiny of our organization and contribute to the greater good.

(Amit Kumar Singh)





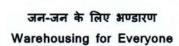








अनुज कुमार निदेशक (वित्त) Anuj Kumar Director (Finance)







MESSAGE

As we usher in the 23rd edition of "Satarkta Samvedan 2023", I am pleased to convey my greetings to all those who champion the cause of vigilance, ethics, and transparency.

The release of this e-book is perfectly timed, aligning with Vigilance Awareness Week 2023, marked by the theme, "Say no to corruption; commit to the Nation - भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें". This theme resonates deeply with our shared commitment to combat corruption and uphold the highest standards of integrity in all that we do.

In a world marked by complexities and rapid changes, the importance of vigilance is magnified. It is our collective responsibility to foster an environment of transparency and accountability, not just during Vigilance Awareness Week but throughout the year.

I understand the pivotal role financial stewardship plays in promoting vigilance and ethical conduct. It is our duty to ensure that resources are utilized judiciously and ethically, supporting our organization's mission to combat corruption.

I extend my heartfelt gratitude to the dedicated team that has worked diligently to bring this e-book to life. Their commitment to our shared vision is commendable.

Director (Finance)

CO: 4/1, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016.

Email: dirfin@cewacor.nic.in Website: www.cewacor.nic.in PABX No 26566107 🕿 011 46042040













# केन्द्रीय भण्डारण निगम

(भारत सरकार का उपक्रम)

### **Central Warehousing Corporation**

(A Government of India Undertaking)

जन जन के लिए भण्डारण - WAREHOUSING FOR EVERY ONE

संगीता रामरख्यानी निदेशक (कार्मिक) SANGEETA RAMRAKHYANI DIRECTOR (PERSONNEL)



MESSAGE

As we celebrate the 23rd edition of "Satarkta Samvedan 2023", it is with great enthusiasm that I extend my warmest greetings, especially for appreciating the vital role of Personnel aspects in our commitment to vigilance, ethics, and transparency.

This e-book release is timed perfectly to coincide with Vigilance Awareness Week 2023, a week dedicated to the theme, "Say no to corruption; commit to the Nation - भृष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें". This theme resonates deeply with our commitment to creating a work environment that is not only free from corruption but also dedicated to the betterment of our nation.

The Personnel aspects of vigilance encompass the hiring, development, and nurturing of individuals who uphold the principles of integrity and accountability. It is our collective responsibility to ensure that our workforce remains dedicated to these ideals.

The management of human resources is crucial in preventing corruption and promoting ethical conduct. We must foster a culture where our employees are not only well-trained and competent but also dedicated to the values that Vigilance Awareness Week represents.

"Satarkta Samvedan" serves as a valuable resource for our Corporation, its employees, and all of the Stakeholders. I extend my sincere appreciation to the dedicated team that has worked tirelessly to bring this e-book to life. Their commitment to our shared mission is commendable.

(Sangeeta Ramrakhyani)









# कोन्द्रीय भण्डारण ानगम

(भारत सरकार का उपक्रम)





# CENTRAL WAREHOUSING CORPORATION

जन जन के लिए भण्डारण 🕒 WAREHOUSING FOR EVERY ONE

CONFIDENTIAL Date: 05.09.2019

No. CWC/XIII-07/SL.Inv./214/2019/AV

Regional Manager, Central Warehousing Corporation, Regional Office,

Sub: Format of Investigation Report- reg.

Sir,

Vigilance Division is receiving Investigation Reports from various Regional Offices for initiating departmental actions against various alleged officials in different cases. These reports are often found deficient in proper analysis of misconducts or allegations, evidence on record, specific responsibility of officials and recommendation of the Regional Manager concerned. Further, attaching unwanted and unspecific documents not only makes the investigation report bulky but also makes examination burdensome. Sometimes Investigation reports are submitted at the very last moment at the edge of retirement of an alleged official makes it more tedious to process the report and take necessary action. Disciplinary Authorities have viewed this issue very seriously & have adversely commented on the same. Therefore, to improve the quality of the Investigation Reports, it is advised to follow the below mentioned format scrupulously while preparing investigation report.

#### Format of Investigation Report

SOURCE GIST OF ALLEGATIONS FACTS OF INVESTIGATION OBSERVATIONS RESPONSE OF THE ALLEGED OFFICIALS COUNTER TO THE RESPONSE RESPONSIBILITY OF OFFICIALS CONCLUSION RECOMMENDATION FOR SYSTEMIC IMPROVEMENTS

Investigation Report forwarded directly by Regional Manager under his signature will only be entertained. Regional Managers while forwarding an investigation report may clearly mention about the recommended action with proper justification.

Basic details of each responsible official like name, designation, CPF Code, Date of retirement and date of last promotion, may be provided along with the investigation report.

(Asstt. General Manager (Vig.)

Corporate Office: 4/1, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016. Fax No. 26964082 PABX No 26566107 2 26864964



Annexure-A

## VIGILANCE REPORT TITLE OF THE REPORT

#### 1. Source

• Background of the report - whether based on source information, complaint referred to by the CVC, CTE /CTE type inspection or direct enquiry.

#### 2. Gist of allegations

#### 3. Facts

- The relevant facts relating to the issue under examination should be presented in chronological or activity-wise sequence.
- Each fact should be supported by documentary evidence (other forms of evidence may also be presented) denoted as E1, E2, and E3 etc. Since the facts occur in chronological order, the evidence F1, E2, E3, etc., should necessarily be arranged under the report in the same order, thus making it easier for reference.
- While annexing the evidence, the relevant portion of the document should be highlighted and annexed. For
  example, the evidence for educational qualifications for promotion should consist of the Xerox copy of
  only the clause prescribing the qualifications and not the whole 20 pages of the promotion policy.
- There may be several issues in a report which may be conveniently arranged as different paras viz. 2.1, 2.2 etc.
- All relevant facts needed to support the observations / conclusion should be gathered and presented. Irrelevant facts, bearing no consequence on the issues under inquiry should be avoided.
- Evidence presented should he credible and adequate.

#### 4. Observations

- Ordinarily, observations are logical deductions arrived at through a set of facts. They are in the nature of
  objections or anomalies observed with reference to the gathered facts. There may be several observations
  arising out of the analysis of facts.
- Observations are also arrived at by evaluating the facts against certain criteria viz. rules, regulations, policies, procedures, norms, good practices or normative principles. Evidence of these criteria (extracts of rules, procedures, etc.) should also be presented as E1, E2, etc.

#### 5. Response of the officials concerned

• It is necessary to elicit the reasons and clarifications of the management or the officers concerned for the anomalies pointed out in the observations. Every deviation from rules or procedure cannot be attributed to a malafide / corrupt intent. There may be situations where it may be difficult to achieve the objectives of a task by strictly abiding by the rules. Rules may be circumvented, while expediting the work or in the larger interest of the work, with good intentions. It is, therefore, essential for Vigilance to distinguish between acts of omission and acts of commission. Therefore, obtaining the response of the officers concerned is essential



in order to arrive at an objective conclusion.

• Response of the management is also necessary in order to clarify differences in interpretation or an understanding of the issues between vigilance and the management.

#### 6. Counter to the response

• In order to sustain the observations made by Vigilance, it is necessary to counter the defence given by the management/ officers concerned with facts and supporting evidence. It should be clearly and convincingly brought out why the explanation given by the management is not tenable.

#### 7. Conclusion

- Conclusion is the logical summation of the observations. The observations denoting various counts of irregularity, lapses or impropriety should finally lead to a logical conclusion on whether the case involves commission of irregularity/impropriety with the intention of corruption.
- Undue favour given to a party or obtained for self and its adverse impact on the government or the citizens in terms of additional cost, poor quality or delayed service should be dearly highlighted.

### 8. Responsibility of officials

- Having determined the vigilance angle in the case, the next step is to fix the accountability of the individuals involved in the misconduct. Name of officers should be dearly stated in this para.
- The role of each officer should be judged with reference to his prescribed charter of duties. In case the tender committee is responsible for the misconduct then, as far as possible, all members should be equally and collectively held responsible.
- Comments of Disciplinary Authority should invariably be included.

#### 9. Recommendation for action

- Recommendation for closure of the case in case there is no discernable vigilance angle or criminal misconduct, should be clearly spelt out.
- Bio-data of the officials reported against in the investigation report should be included in the given format.

#### 10. Recommendation for systemic improvement

• Punitive action on detection of corruption does not by itself lead to a logical conclusion unless it is able to prevent recurrence of the lapse. Any fraud, corruption, irregularity or impropriety indicates a failure of control mechanism or gaps in systems and procedures. Therefore, each case throws up an opportunity to identify these control failures and suggest ways or plugging them to prevent recurrence of the lapse. Therefore, at the end of the report the CVO should also try to recommend systemic improvements in order to prevent the risk of a recurrence of the lapse/ misconduct.















Date: 27.04.2023

CWC CO-CD0WO/203/2020-COMMERCIAL-Part(1)

All Regional Managers Central Warehousing Corporation Regional Office Ahmedabad, Bangalore, Bhopal, Delhi, Chennai, Chandigarh, Guwahati Hyderabad, Jaipur, Kolkata, Kochi, Lucknow, Mumbai, Patna

#### Subject: Issuance of experience certificate to H&T Contractor -Reg,

Apropos above the captioned subject attention is invited towards letter communicated vide no. CWC CO-CD0DEDI/2022-COMM dated 06.12.2022 vide which instruction regarding issuance of experience certificate has also been conveyed. In continuation to the same, it is once again reiterated that-Regional managers are advised to ensure that the experience certificate to H&T contractor shall only be issued by the Regional Manager /Tender Awarding authority, after the satisfactorily completion of contract period alongwith all statutory compliances.

Above instructions may be noted for strict compliance.

Digitally signed by RAJEEV KUMAR BANSAL Date: 2023.04.28

16:24:52 +05'30'

Rajeev Kumar Bansal Group General Manager (Commercial)

#### Copy to:

- 1. PS to MD, CWC, CO, New Delhi.
- PS to Dir(Fin),CWC,CO,New Delhi.
- 3. PS to Dir(Pers), CWC, CO, New Delhi.
- 4. All HODs, CWC, CO, New Delhi.





# केन्द्रीय भण्डारण निगम (भारत सरकार का उपक्रम)

CENTRAL WAREHOUSING CORPORATION (A Govt. of India Undertaking)

" जन-जन के लिये भण्डारण"-"Warehousing for Everyone"



Date:23.10.2023

#### No. CWC CO-TD0CORD/55/2020-TECH

Regional Managers,
Regional Office,
Ahmedabad/Bengaluru/ Bhopal/ Chandigarh/ Chennai/ Delhi/ Guwahati/
Hyderabad/ Jaipur/ Kochi/ Kolkata/ Lucknow/ Mumbai/ Patna.

#### Subject: -Guidelines for allocation of Inspections....reg.

Please refer to the cited subject. In this regard, it is to inform that, ISO document number P/INSP/01 dated 08.08.2023 has already been revised by the Inspection Division (available on HRMS portal).

As per clause no. 5.1.2 of Revised ISO document no. P/INSP/01, "It should also be ensured that, no cross-inspection are to be carried out in any case".

"Cross-Inspection means Warehouse Manager inspect each other's warehouses".

In addition to above, the following guidelines are also to be adhere to: -

"Avoid allocation of the General Inspection to the Official, who has previously conducted Technical Inspection of the Centre & vice-versa". As it may affect the proper reporting of the discrepancies noticed at the Warehouse in the subsequent Inspections i.e. General Inspection or Technical Inspection, which was left/not noticed during the previous Inspection.

All the Regional Managers are advised to adhered to above guidelines, while allocation of General/Technical Inspections in their region.

This is for information & necessary action.



GM (Inspection)

#### Copy to:-

- PPS to Direction (Pers.)...for information please.
- GGM (System)/GGM (Fin.)/GGM (Comm.)/GM (Tech.)/GM (NBP&P)/GM (BDA & Marketing)/DGM (Vig.) CWC, CO, New Delhi...for information.











Date: 01.05.2023

REVISED

No. CWC CO-PD0PLCY/8/2022-PERS - Part(1)

#### CIRCULAR

SUBJECT: IMPLEMENTATION OF INTEGRITY PACT IN THE TENDER TO BE USED FOR PROCUREMENT/RATE RUNNING CONTRACTS FOR GOODS INCLUDING PLANT, MACHINERY, EQUIPMENTS, CHEMICALS, DUNNAGE, STATIONERY, STORES, ETC.- REGARDING.

In accordance with guidelines issued by the Deptt. of Public Enterprises and Ministry of Finance, Deptt. of Expenditure, the pre-contract integrity pact is to be included in the tenders to be used for Procurement of goods. In this regard reference is invited to this office circular with even number dated 31.03.2022 on the captioned subject matter.

The Corporation has now appointed Sh. Sudhanshu Sekhara Mishra, Email ssmishra.995@gmail.com and Sh. Rajni Kant Mishra. rkmishraips84@gmail.com as an Independent External Monitor (IEM) (hereinafter referred to as IEM) for this Pact in consultation with the Central Vigilance Commission.

In supersession of circular dated 31.03.2022 and with the approval of the Competent Authority, it has been decided that all tenders issued w.e.f. 01.04.2023, for procurement of goods for the threshold value of Rs. 1.00 Crore and above, H&T contracts in general warehouses for the threshold value of Rs. 1.00 Crore and above, H&T contracts in CFS, ICD & ICP for the threshold value of Rs. 3.00 Crore, Engineering contracts for the threshold value of Rs. 3.00 Crore and above, the contracts of other services such as consultancy/non-consultancy/MIS related tenders or any other tenders not specified for threshold value of Rs. 1.00 Crore and above must have integrity pact clause and the same would be used with suitable changes specific to the situations in which the pact is to be used.

In order to implement the Integrity Pact invariably and effectively, all Regional Manager are advised to incorporate an additional clause under General Information/instructions in the tenders, which reads as: -

"The bidder will have to sign a pre-contract integrity pact in the enclosed Performa for contract value as specified above."

Similarly, in the check list of technical requirements of tender document, an additional clause shall also be incorporated as given below: -

"Whether the pre-contract integrity pact has been signed by the bidder." Yes/No



The format of pre-contract integrity pact duly approved by the Competent Authority is enclosed. Therefore, necessary action in this regard may be taken immediately for implementing pre-contract Integrity Pact wherever necessary.

AMRISH

Digitally signed by AMRISH GAUTAM GAUTAM Date: 2023.05.01 17:59:01 +05'30'

(Amrish Gautam)

General Manager (Admn.)

#### DISTRIBUTION:

- All RMs CWC, ROs
- All HODs, CWC, CO, New Delhi.
- PPS to Chairman, CWC, CO, New Delhi
- PS to MD, CWC, CO, New Delhi
- PS to Dir (M&CP), CWC, CO, New Delhi
- PA to Dir (Fin.), CWC, CO, New Delhi
- PPS to Dir (P), CWC, CO, New Delhi
- Guard File.











Date: 10.07.2023

No. CWC CO CD0WMS/31/2020-COMM

#### CIRCULAR

#### Sub: Proper Monitoring of e-NWRs issued/procedure followed by warehouses of cwc

It has been observed that a proper monitoring of e-NWRs and related issues is lacking in few regions even after time to time advisory issued by this office in the matter and this may lead to some untoward incident causing loss to the Corporation, if not monitored properly.

In this regard, it is advised to take following immediate action:

- I) Review the Status of current live e-NWRs, commodity for which these are issued and amount of loan sanctioned/disbursed against the same by the Banks.
- No e-NWR should have been issued for the stock received at "Said to Contain Basis". II) Immediate corrective actions to be taken if there is any violation of the CSPs in this regard. Apart from this if any such stock/e-NWR exists, immediate quality test of the stock from NABL Accredited Lab to be done to ascertain the quality and the same needs to brought to the notice of the concerned banks. In future, no e-NWR to be issued for the "said to contain Stock". If e-NWR is demanded by any depositor, the same to be issued only after quality test reports obtained from the NABL accredited Labs and sample to be drawn from the stock lying at CWC warehouse in presence of Warehouse Manager & Depositor. The cost of testing to be borne by the depositor. The value of the stock for which eNWR is to be issued to be confirmed as per procedure. All the Warehouse Manager/technical staff may be sensitized by the respective Regions in the matter to avoid any untoward incident.
- III) Period of the e-NWR to be monitored regularly and if any expired e-NWR is there, immediate action to be taken for renewal of the same, in case depositor does not come forward for extension of e-NWR, the disposal process of the stock should be initiated as per the procedure after giving due notices.
- IV) Further, as per model SoP of WDRA for e-NWR/e-NNWR, it is mandatory on part of the warehouse to ensure that eNWR/eNNWRs be closed/ extinguished at the time of delivery of stocks. All RMs are again advised to instruct Warehouses Managers to take immediate action to address the concern and submit action taken report along with the outcome to RO/CO. Warehouse Managers be sensitized to strictly follow the guidelines provided by WDRA /Repositories i.e. CCRL and NERL, ensuring that either e-NWR are extinguished/closed or validity is extended with consent of depositor/Bank if stock is pledged and the same is effected in Repository system, or delivery of stock within shelf life of the stock, is ensured.

निगमित का0: 4/1, सीरी इंस्टीटयुशनल एरिया, अगस्त क्रांति मार्ग, हौज खास, नई दिल्ली-110016











CENTRAL WAREHOUSING CORPORATION
(A Govt. of India Undertaking)

जन-जन के लिए भण्डारण/Warehousing for Everyone

 Proper KYD (Know Your Depositor) to be ensured before issuance of the e-NWR to any depositor.

# The following points need to be followed as per WDRA norms, if the stock is delivered and e-NWR/e-NNWR are still outstanding in the RP ecosystem:-

- (i) As the stock is delivered, Warehouseman needs to contact depositor/ e-NWR/e-NNWR holder for closure of expired e-NWR/e-NNWR. Depositor may be asked to place request with RP/repository for closure of these e-NWRs and share OTP. Warehouseman may close/extinguish the e-NWR/e-NNWR using the depositor's OTP. The warehousemen are advised to write remarks about date and delivery. After following due process as laid in model SOP of WDRA, they need to be closed in system.
- (ii) In the event of depositor e-NWR/e-NNWR holder is not available, in such cases WHM need to inform those cases to the WDRA and concerned repository to decide for further action in such cases. The repositories may refer these cases to the WDRA on case to case basis. If the delivery of goods completed as per SOP, WHM need to contact respective repository for further action with details. Central Warehousing Corporation need to submit the discharge/delivery receipt or proof which can ascertain delivery of goods along with the undertaking on letter head that the warehouseman will be responsible for any consequences, liabilities arising out of claims in future from the e-NWR holder/depositor. Repository, after ensuring above may refer the cases to WDRA. Repositories shall close e-NWR only after approval of WDRA.

# (iii) If the stock is not delivered and is available in the warehouse, then following points are to be followed:

a) In case of the shelf life of the stocks is still available then warehouseman may take steps for extending the validity of e-NWR after assaying and grading of the stocks. They should also verify the physical parameters of the stocks including moisture and getting satisfied with its further storability. The extension period is to be in line with WDRA instructions as in the case of e-NWR. It is also to be ensured that no commodity is allowed to be outstanding beyond shelf life.













In case the depositor/e-NWR/e-NNWR holders are not willing to take back the goods, in such cases warehouseman need follow procedure as provided in W(D&R) Act, 2007

regarding disposable of such goods, under the information to WDRA and Repositories.

जन-जन के लिए भण्डारण/Warehousing for Everyone

In view of the above, it is hereby once again advised to instruct the Warehouses Managers concerned to strictly follow the given guidelines provided by WDRA in respect of the shelf life of commodity, issuance of e-NWR as per quality parameters and validity of e-NWRs/e-NNWRs, renewal and disposal etc.

An Action Taken Report in this matter to be sent to the Corporate Office by 14.07.2023, positively.

This is for strict compliance.

dham

Digitally signed by RAJEEV KUMAR BANSAL Date: 2023.07.11 10:22:40 +05'30'

(Rajeev Kumar Bansal) Group General Manager (Comm.)

To, All Regional Managers Central Warehousing Corporation

#### Copy to:

- The GGM (Systems), CWC, CO, New Delhi.
- 2. The GGM (Finance), CWC, CO, New Delhi-For kind information.
- 3. PS to MD, CWC, CO, New Delhi for kind information.

निगमित का0: 4/1, सीरी इंस्टीट्यूशनल एरिया, अगस्त क्रांति मार्ग, हौज खास, नई दिल्ली-110016 CO: 4/1, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016 **2** 26524100,26611042 ई-मेल: gmcomm@cewacor.nic.in









# केन्द्रीय सतर्कता आयोग CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्पलैक्स, ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023 Satarkta Bhawan, G.P.O. Complex, Block A, INA, New Delhi-10023

₹i./No.....000/YGL/018

বিনাক / Dated...... 03.12.2021

#### Circular No. 21/12/21

Subject:- Timely finalization of Departmental Inquiry Proceedings -improving vigilance administration.

Reference: - (i) Commission's Circular No. 8(1)(g)/99(2)	dated 19.02.1999
(ii) Commission's Circular No. 8(1)(g)/99(3)	dated 03.03.1999
(iii) Commission's Circular No. 3(v)/99(7)	dated 06.09.1999
(iv) Commission's Circular No. 000/VGL/18	dated 23.05.2000
(v) Commission's Office Order No. 51/08/2004	dated 10.08.2004
(vi) Commission's Circular No. 02/01/2016	dated 18.01.2016
(vii) Commission's Circular No. 18/12/20	dated 14.12.2020
(viii) Commission's Circular No. 19/09/21	dated 06.10.2021

The Central Vigilance Commission, as part of its functions of exercising superintendence over vigilance administration of the organizations covered under its advisory jurisdiction has, time and again, laid emphasis on timely completion of disciplinary proceedings.

2. However, it has been observed that in cases where Regular Departmental Action for Major Penalty has been initiated, one of the main reasons for delay in completion of disciplinary proceedings is due to the delay caused in the inquiry proceedings being conducted by the Inquiry Officers. The Commission, vide its Circular dated 03.03.1999 had prescribed the model time limit for the Inquiry Officers for conducting departmental inquiries. The same was reiterated vide circular dated 18.01.2016. The Model time limit is again reproduced below:-

	Stage of Departmental Inquiry	Time limit prescribed
۰	Fixing date of Preliminary Hearing and inspection of listed documents, submission of Defence Documents/witnesses and nomination of a Defence Assistant (DA) (if not already nominated)	Within four weeks from the date of appointment of Inquiry Officer.



	Inspection of relied upon documents/submission of list of Defence Witnesses/Defence Documents/Examination of relevancy of Defence Documents/ Defence Witnesses, procuring of additional documents and submission of certificates confirming inspection of additional documents by CO/DA  Issue of summons to the witnesses, fixing the date of	3 months
	Regular Hearing and arrangement for participation of witnesses in the Regular Hearing	
	Regular Hearing on Day to Day basis	15 days
•	Submission of Writing Brief by PO to CO and IO	
•	Submission of Written Brief by CO to IO	15 days
•	Submission of Inquiry Report from the date of receipt of Written Brief by PO/CO	30 days

- The Commission has directed that the above time schedule should be brought to the notice of all Inquiry Officers (already appointed/to be appointed in future) for strict compliance.
- 4. The Commission has further directed that all the Inquiry Officers be asked to submit a monthly report to the Disciplinary Authority concerned, indicating the present status/progress of the inquiry proceedings being conducted by them. A copy of the monthly report should also be endorsed to the CVO of the organizations concerned, by the Inquiry Officer. In case, it is found that the inquiry proceedings are getting delayed beyond the prescribed time limit, the CVO concerned should immediately take up the matter with the Inquiry Officer and Disciplinary Authority concerned to ensure timely action.
- The above instructions may be noted for strict compliance and may also be brought to the notice of all the Disciplinary Authorities and Inquiry Officers.

(Rajiv Verma) Director

To

- (i) The Secretaries of all Ministries/Departments of GoI
- (ii) All Chief Executives of CPSUs/Public Sector Banks/Public Sector Insurance Companies/Autonomous Bodies etc.
- (iii) All CVOs of Ministries/Departments of GoI/CPSUs/Public Sector Banks/Public Sector Insurance Companies/Autonomous Bodies etc.
- (iv) Website of CVC





### केन्द्रीय सतर्कता आयोग CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्पलैक्स, ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023 Satarkta Bhawan, G.P.O. Complex, Block A, INA, New Delhi-10023 022/VGL/026

022/VGL/026

दिनांक / Dated......13.01.2023....

#### Circular No. 01/01/23

Sub: Engagement of retired Officials to conduct Investigation and perform other vigilance functions.

- Ref. (i) DoP&T OM No. 371/32/97-AVD III dated 28.11.1997.
  - (ii) Commission's Circular No. 3(V)/99/12 dated 14<sup>th</sup> August 2000.

Central Vigilance Commission, vide its Order No. 3(V)/99/12 dated 14<sup>th</sup>
August 2000 had directed that vigilance functionaries in any organization shall
be full-time employees and a retired employee should not be appointed as a
consultant to perform vigilance functions.

- 2. However, it has been observed that some of the organizations are still appointing retired employees as Investigating Officers, to conduct investigation, which is an important vigilance function. It may be noted that Investigating Officers and other vigilance functionaries have a crucial role to play. They are responsible for recording statements, examining various aspects of a case, preparation of investigation reports and safe custody of documents, including classified/confidential ones. Keeping in view the vital role of Investigating Officers and other vigilance functionaries in detection, investigation and processing of vigilance related matter (till they are brought to a logical conclusion), it is very important that vigilance functionaries, including the Investigation Officers, are not susceptible to any kind of undue influence.
- 3. Moreover, it is also important that the vigilance functionaries are made accountable and subjected to disciplinary action, if they are found to have compromised confidentiality, objectivity or integrity, in discharge of duties assigned to them. The same is not possible in case of retired officials as Conduct and Disciplinary Rules are not applicable to a retired official, for any post-retirement misconduct.





- 4. Therefore, keeping in view the important role played by vigilance functionaries (including Investigating Officers), the Commission has decided to reiterate its earlier directions that the vigilance functionaries should always be full-time employees of the respective organisations and in no case a retired employee should be appointed, in any capacity, to perform any of the vigilance functions.
- The above guidelines may be noted for strict compliance by the authorities concerned.

(Rajiv Verma) Director

#### To: -

- 1. The Secretaries of all Ministries/Departments of Gol
- All Chief Executives of CPSUs/Public Sector Banks/Public Sector Insurance Companies/Autonomous Bodies etc.
- All CVOs of Ministries/Departments of Gol/CPSUs/Public Sector Banks/Public Sector Insurance Companies/Autonomous Bodies etc.
- 4. Website of CVC





### केन्द्रीय संतर्कता आयोग CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्पलैक्स, ब्लॉक–ए, आई.एन.ए., नई दिल्ली–110023 Satarkta Bhawan, G.P.O. Complex, Block A, INA, New Delhi-110023

दिनांक / Dated

05.09.2023

#### Circular No. 09/09/23

Subject: Adherence to the provisions of Standard Operating Procedure (SOP) for implementation of Integrity Pact-regarding.

Central Vigilance Commission, vide its Circular No 015/VGL/091 dated 14.06.2023 has issued revised Standard Operating Procedure (SOP) for implementation of Integrity Pact (IP) by the Organizations, who have adopted IP for procurement activities.

- As per provisions of the SOP, the Integrity Pact would be implemented through a panel of Independent External Monitors (IEMs) to be appointed by the respective organizations. In Para 5.2 of the SOP dated 14.06.2023, it has been provided that the Procurement wing of the organization shall hold quarterly meetings with the IEMs. Similarly, as per Para 5.4 of the SOP dated 14.06.2023, has been laid down that it would be desirable to have structured meetings of IEMs with the Chief Executive of the organization on a half yearly basis to discuss/review the information on tenders awarded during the preceding six months' period. Additional such meetings, however, can be held as per requirement.
- However, it has been observed that in some organizations, meetings with IEMs are not being scheduled/held at periodic intervals, as provided in the SOP dated 14.06.2023. This can result in reducing the effectiveness of Integrity Pact as a tool for Preventive Vigilance.
- The Commission has therefore, desired that the organizations may ensure that meetings of IEMs in the respective organizations are scheduled as per the periodicity indicated in Paras 5.2 and 5.4 of Commission's Circular No. 04/06/23 dated 14.06.2023.
- 5. This may be noted for compliance by the organizations concerned.

(Roopal Prakash) Director







#### DO's and DON'Ts

#### **GENERAL**

#### Do's

- MAINTAIN ABSOLUTE INTEGRITY, DEVOTION TO DUTY AND DO NOTHING WHICH IS UNBECOMING OF A PUBLIC SERVANT.
- > BE THOROUGH WITH THE SYSTEMS AND PROCEDURES YOU WILL NEVER BE MISLED.
- > REPORT YOUR TRANSACTIONS OF IMMOVABLE/MOVABLE PROPERTY ABOVE PRESCRIBED LIMIT WITHIN STIPULATED TIME.
- ➢ BE DISPASSIONATE WHILE TAKING DECISION SO THAT NO UNDUE FAVOUR ACCRUES TO ANY ONE.
- > USE YOUR DISCRETION PROPERLY IN THE PUBLIC INTEREST TO AVOID ANY MISCARRIAGE OF JUSTICE.
- IN TECHNICAL AND DISPUTED MATTERS, ALWAYS SEEK AN EXPERT ADVICE YOU WILL ALWAYS BE IN THE RIGHT DIRECTION.
- REMAIN ALWAYS VIGILANT AND WORK TOWARDS THE GROWTH AND REPUTATION OF OUR ORGANISATION.
- CREATE A CULTURE OF HONESTY.

#### Don'ts

- DO NOT CRITICISE THE POLICIES AND ACTIONS OF YOUR ORGANISATION VERBALLY OR IN WRITING, IN PUBLIC, OUTSIDE THE ORGANISATION.
- DO NOT MAKE UNAUTHORISED USE OF YOUR ORGANISATION'S ASSETS OR RESOURCES FOR UNLAWFUL PURPOSES OR FOR PERSONAL GAIN.
- DO NOT DELAY FILES/PAPERS MARKED TO YOU
- ➤ DO NOT BE THE MEMBER OF THE SELECTION BOARD IN WHICH YOUR RELATIVE IS APPEARING FOR SELECTION.
- AVOID SANCTIONING A PRIVILEGE TO YOURSELF EVEN IF IT IS WITHIN YOUR OWN COMPETENCE. LET SUCH SANCTION BE APPROVED BY YOUR SUPERIOR.
- > DO NOT TAKE SUCH DECISIONS FOR WHICH YOU HAVE NO REPLY
- ➤ DO NOT SEARCH FOR VIGILANCE IT IS IN 'YOU ONLY'
- DO NOT NEGLECT WORK IN PERFORMANCE OF DUTY.
- > DO NOT TAKE OR GIVE BRIBES ORANY ILLEGAL GRATIFICATION.
- DO NOT WAIT FOR A MISDEED TO OCCUR PREDICT AND PREVENT.
- > DO NOT HESITATE TO SAY A POLITE BUT FIRM 'NO' TO ANY UNDUE REQUEST.



#### COMMERCIAL / TECHNICAL

#### Do's

- CUSTODIAN IS RESPONSIBLE BOTH FOR QUALITY AND QUANTITY.
- CALIBRATE WEIGH BRIDGE, MOISTURE METER AND OTHER EQUIPMENTS IN TIME.
- > UPKEEP, OF DOCUMENT RECEIPT AND DELIVERY OPERATIONS ON DAILY BASIS.
- > KEEP FIRE FIGHTING EQUIPMENTS IN OPERATIONAL READINESS.
- > REMEMBER CHEMICALS ARE DANGEROUS KEEP THEM IN SAFE CUSTODY.
- > CHECK PROPER IDENTITY OF SECURITY GUARDS AND ENSURE ENTRY OF AUTHORISED PERSONS ONLY.
- ▶ WE MARKET IN OUR BAILEESHIP HELP US IN BUSINESS GROWTH.
- ➤ BE CONVERSANT WITH THE NATURE OF COMMODITY STORABILITY, TARIFE INCLUDING INSURANCE CHARGES LEVIABLE ETC.
- > ENSURE PERIODICAL INSPECTION FOR QUALITY CONTROL AND PRESERVMION OF STOCKS.
- > ENSURE PROPER ACCOUNTING OF STOCKS, CHEMICALS AND GUNNIES STORED IN WAREHOUSE.
- > CHECK THE VALIDITY OF CHEMICAL STOCK REGULARLY.
- > ENSURE TIMELY RAISING OF BILLS AND THEIR REALISATION FROM THE DEPOSITORS.
- > ENSURE PROPER/BALANCE ALLOCATION OF DUTY TO EVERYONE.

#### Don'ts

- > DO NOT DELAY IN ATTENDING CUSTOMER GRIEVANCES.
- ▶ DO NOT SKIP THE PRINCIPLE OF 'FIRST COME FIRST SERVE'
- > DO NOT HIRE A GODOWN WHICH IS NOT STORAGE WORTHY/ PROFITABLE.
- > DO NOT ALLOW SMOKING INSIDE THE GODOWNS.
- > DO NOT ACCEPT BANNED COMMODITIES FOR STORAGE.
- > DO NOT OPEN THE BONDED GOODS FOR PIECEMEAL DELIVERY WITHOUT PROPER AUTHORITY & PRESENCE OF CUSTOMS.
- > DO NOT ACCEPT GENERAL CARGO FOR STORAGE IN THE BONDED COMPARTMENTS.
- DO NOT RUN WAREHOUSES WITHOUT OBTAINING REQUIRED LICENCE FROM COMPETENT AUTHORITY AS PER RULES FRAMED BY THE STATE.
- > DO NOT STORE FUMIGABLE & NON-FUMIGABLE STOCKS IN THE SAME GODOWN.



#### **CONTRACT**

#### Do's

- ➤ ENSURE PROPER ASSESSMENT OF FINANCIAL & TECHNICAL CAPABILITIES OF SUPPLIES/ CONTRACTORS AS LAID DOWN.
- ➤ ENSURE PROPER ASSESSMENT OF QUANTITY & MARKET RATES.
- > ENSURE DETAILED DESCRIPTION OF SPECIFICATION AND NUMBER OF QUANTITY ETC. IN AN INDENT.
- THOROUGH SCRUTINY OF TENDERS SAVES YOU FROM MANY A WORRY.
- > AS FARAS POSSIBLE ADOPT COMPETITIVE C-TENDERING SYSTEM.
- ➤ BE VIGILANT ABOUT INCREASE/DECREASE IN PRICES, REVISION OF TAXES AND DUTIES WHILE GRANTING EXTENSION IN RATE CONTRACTS.
- ➤ ENSURE THAT RISK PURCHASES ARE COMPLETED WITHIN THE TIME SCHEDULE AND ALSO THAT THE RISK PURCHASES ON THE DEFAULTING CLAIMS ARE LODGED SUPPLIERS TIMELY WITHOUT DELAY.
- ➤ ENSURE THAT QUOTATIONS ARE OBTAINED ONLY. FROM GENUINE FIRMS ONLY.

#### Don'ts

- ➤ DO NOT CHANGE TERMS AND CONDITIONS OF THE TERNDERS WITHOUT CONCURRENCE OF FINANCE, LEGAL, AND APPROVAL OF THE COMPETENT AUTHORITY / TENDER ACCEPTING AUTHOURTY.
- ▶ DO NOT CONSIDER OFFERS MODIEIED A FTER SUBMISSION OF TENDERS.
- ▶ DO NOT ALLOW SUPPLIERS TO MODIFY THEIR OFFERS AFTER SUBMISSION OF TENDERS.
- ▶ DO NOT SPLIT INDENTS TO BRING THE PURCHASE WITHIN THE LOCAL PURCHASE POWERS.
- ▶ DO NOT SPLIT INDENT TO GIVE UNDUE FAVOUR.
- > DO NOT ENCOURAGE ANY CARTEL OR RING FORMATION CONTRACTORS ETC. BY SUPPLIERS, EITHER DIRECTLY OR INDIRECTLY.
- DO NOT GO BEYOND THE PROVISIONS OF A CONTRACT OR PURCHASE/PROCUREMENT NORMS WITHOUT REASONABLE JUSTIFICATIONS AND PROPER THAT TOO IN RAREST OF RARE OCCASIONS IN THE INTEREST OF CORPORATION.
- > DO NOT BE THE MEMBER OF TENDER COMMITTEE MEETING IF ANY OF YOUR RELATIVE IS ONE OF THE TENDERERS.

#### **ENGINEERING**

#### Do's

> BE CONVERSANT WITH CPWD SPECIFICATIONS, INTERNAL CIRCULAR MANUALS AND OTHER



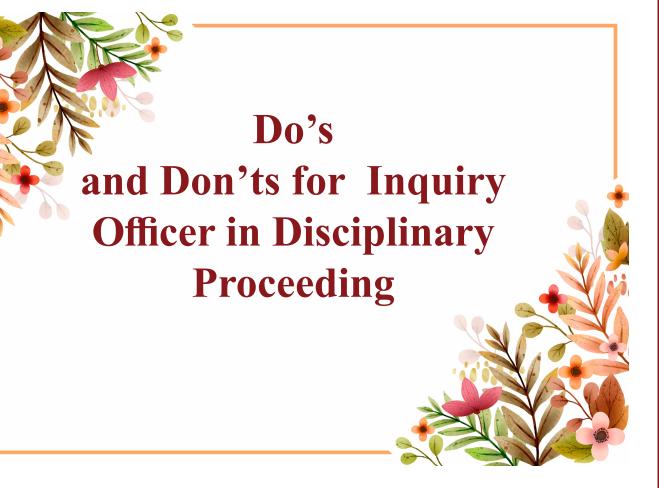
AND INSTRUCTIONS BEFORE INITIATING ANY PROPOSED ACTION.

- ▶ BE WELL CONVERSANT WITH THE RELEVANT CLAUSES OF CONTRACT CONDITIONS AND ENSURE THAT NO INFRINGEMENT / VIOLATION TAKES PLACE.
- ➤ ENSURE RECORDING OF CORRECT MEASUREMENT, QUALITY OF MATERIALS AND EXECUTION OF WORKS ARE AS PER SPECIFICATIONS.
- > ENSURE THAT PROPER LOCATIONS / SITES ARE MENTIONED IN MB FOR ALL TYPE OF WORKS SPECIALLY ROAD REPAIR AND ROOF LEAKAGE REPAIR.
- > ENSURE TO SEE THAT NO CHILD LABOUR IS EMPLOYED AT THE WORK SITE BY THE CONTRACTOR.
- > ENSURE THAT THE CONTRACTOR SHOULD HAVE VALID LABOUR LICENCE.
- > ENSURE THAT THE PRESCRIBED PERCENTAGE WORKS CHECKS ARE DONE.
- ENSURE TO AVOID OVERWRITING AND CUTTINGS SPECIALLY IN MEASUREMENT BOOK.
- > ENSURE PROPER AND TIMELY MAINTENANCE OF ALL THE RECORDS.

#### Don'ts

- ➤ DO NOT EXTEND UNDUE FAVOURS TO THE CONTRACTORS BY MAKING WRONG INFLATED MEASUREMENTS IN MBs.
- > DO NOT RELIEVE FIELD/SITE OFFICERS WITHOUT PROPER HANDING OVER OF CHARGE OF RECORDS AND MATERIALS.
- > DO NOT FAIL TO RENEW THE BANK GUARANTEE TO AVOID LOSS TO THE CORPORATION.
- > DO NOT FORGET TO OBTAIN MUNICIPAL SANCTION BEFORE START OF WORK TO AVOID PENALTY FROM THE LOCAL ADMINISTRATION.
- > DO NOT ACCEPT THE MATERIALS OF OTHER BRAND/MAKE WHICH ARE NOT STIPULATED IN THE CONTRACT.
- DO NOT FAIL TO OBTAIN INSURANCE COVER FOR THE SECURED ADVANCES PAID TO THE CONTRACTOR TO KEEP UP THE INTEREST OF THE CORPORATION.
- > DO NOT DELAY THE SETTLEMENT OF THE FINAL BILL OF THE CONTRACTOR TO AVOID LITIGATION AND TO COUNTER THE CLAIMS OF THE CONTRACTOR IN THE EVENT OF THE ARBITRATION WITH FACTS AND FIGURES.
- ➤ DO NOT ACCEPT SUB STANDARD WORKS.







MODEL IMPORTANT DO'S & DONT'S FOR INQUIRY OFFICER

Doc. No. BMP/VIG/INQ (Annexure-I)

#### IMPORTANT DO'S AND DONT'S FOR INQUIRY OFFICERS

#### **IMPORTANT DO'S**

- Check up your order of appointment as Inquiry Officer.
- Get acquainted with the nature of accusations and the procedure to held inquiry.
- 3. Plan the holding of Preliminary Hearing.
- 4. Open Daily order sheet.
- Find out if the charged employee wishes to admit any of the charges in the Preliminary Hearing.
- Sort out the disputed issues, the number of documents, and witnesses etc. to be examined.
- Find out documents requiring proof.
- Ask the accused employee to inspect listed documents.
- 9. Decide relevance of additional documents quickly.
- 10. Record reasons for disallowing the documents.
- Send requisition for the additional documents to the authority to whom the documents belong.
- Decide relevance of defence witnesses expeditiously.
- 13. Hold regular hearings without avoidable loss of time.
- Take all steps to secure attendance of witnesses.
- 15. Obtain certificate from the defence assistant that he is not having more than three cases on hand including the present case in which he is rendering defence assistance.

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EE (Vig.) CVO GGM (QS) /MR Date of Issue 06.4.2016

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MODEL IMPORTANT DO'S & DONT'S FOR INQUIRY OFFICER

Doc. No.
BMP/VIG/INQ
(Annexure-I)

- Before regular hearings commence obtain certificate of inspection of documents from the charged employee.
- 17. Conduct the hearings fairly and firmly.
- Record the questions disallowed by you during the cross-examination.
- 19. Protect the witnesses from undue harassment.
- Depositions of the witnesses should be recorded and their signatures obtained thereon.
- Keep record of your observations regarding demeanour of the witnesses as they depose before you.
- Remember, the criteria to allow 'new evidence' is 'Inherent lacuna' and not merely relevance.
- In ex-parte proceedings, allow the charged employee to participate at any stage, he desires.
- 24. In common proceedings, continue even if any co-accused retires from service.
- In part-heard inquiries, better take up threads where they were left by your predecessor.
- 26. In case of 'Court Witnesses' allow cross-examination by both the parties.
- Do ask mandatory questions at the close of inquiry.
- Allow copy of the written brief of the Presenting Officer to the charged employee.
- Evaluate the evidentiary value of each piece of evidence recorded during inquiry correctly and properly.
- Submit a full-blooded report of inquiry without any avoidable delay.
- Submit your report of inquiry to the disciplinary authority alongwith all original records.

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MODEL IMPORTANT DO'S & Doc. No.
DONT'S FOR INQUIRY BMP/VIO
OFFICER (Appreximately)

Doc. No.
BMP/VIG/INQ
(Annexure-I) 3/5

#### IMPORTANT DONT'S

- Do not delegate function of holding of inquiry to anyone else.
- Do not hold inquiry according to your own methods. There is a prescribed procedure to follow.
- Do not continue with the proceedings (it has to be stayed) if a representation of the charged employee, alleging bias against the inquiry officer is pending with the Revisionary Authority.
- Do not postpone preliminary hearing simply because the charged employee could not arrange for defence assistance.
- Do not call for the documents or examine a witness to decide the question of their relevance.
- Do not requisition additional documents from the disciplinary authority. Do not ask the Presenting Officer to collect them. You have to write direct to the authority in whose custody or possession these documents lie.
- Do not question the decision of the Head of Department to with-hold documents on grounds of public interest.
- Do not throw responsibility of calling defence witnesses on the charged employee.
- Do not enter into argument with a controlling authority if it is unable to relieve a particular employee, in the interest of public service, to render defence assistance in the case pending before you.
- Do not insist that witnesses may be produced in any particular sequence before you. The order in which the witnesses may be examined has been left to the respective parties.
- Do not administer oath to the witnesses.

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EE (Vig.) CVO GGM (QS) /MR Date of Issue 6 6 4 20/8

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MODEL IMPORTANT DO'S & DONT'S FOR INQUIRY OFFICER

Doc. No.
BMP/VIG/INQ
(Annexure-I) 4/5

- Do not question the witness extensively right at the outset. The witnesses should be examined in accordance with the prescribed procedure.
- 13. Do not interfere frequently when a witness is being examined, cross-examined or re-examined. The salutary principle in this regard is patience and graceful hearing. You may clear your doubts and get clarifications from the witness at the end.
- Do not allow leading questions, except in cross-examination. Do not put leading questions to the witnesses, yourself.
- 15. Do not allow adjournments on flimsy grounds.
- Do not allow 'New evidence' to fill up gaps. It should be allowed if there is an inherent lacuna in the evidence already recorded.
- Do not proceed ex-parte, if the charge sheet has not been delivered to the charged employee.
- 18. Do not allow defence assistance when the charged employee is appearing as his own witness or when he is answering the mandatory questions, towards the close of inquiry.
- Unless he opts to examine himself, do not examine a co-accused in a common proceeding as a witness against the other co-accused.
- In a joint trial do not allow cross-examination of a defence witness by the other charged employees. Only Presenting Officer can cross-examine a defence witness.
- 21. Do not go for local inspection of the site of the incident except when accompanied by the charged employee and the Presenting Officer. Better, make a local inspection after the prosecution evidence has been recorded. Do not collect information there from persons who have not been cited as witnesses.
- Do not supply copy of the written brief of the charged employee to the Presenting Officer.

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MODEL IMPORTANT DO'S & DONT'S FOR INQUIRY OFFICER

Doc. No.
BMP/VIG/INQ
(Annexure-I) 5/5

- 23. Do not take into consideration the written brief of the Presenting Officer if filed after the expiry of the due date and receipt of the brief of the charged employee. If you do not wish to exclude it from consideration, you have to send a copy thereof to the charged employee with an opportunity to file a rejoinder.
- 24. Do not take into consideration any matter or evidence which was not adduced during the course of inquiry. No importance should be given to surmises, conjectures, whims or your personal knowledge of the matter not on record.
- 25. Do not delay submission of your report of inquiry.

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EE (Vig.) CVO GGM (QS) /MR Date of Issue 06: 4-2-78

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## **Integrity Pledge for Organization**

We believe that corruption has been one of the major obstacles to economic, political and social progress of our country.

We believe that all stakeholders such as Government, citizens and private sector need to together to eradicate corruption.

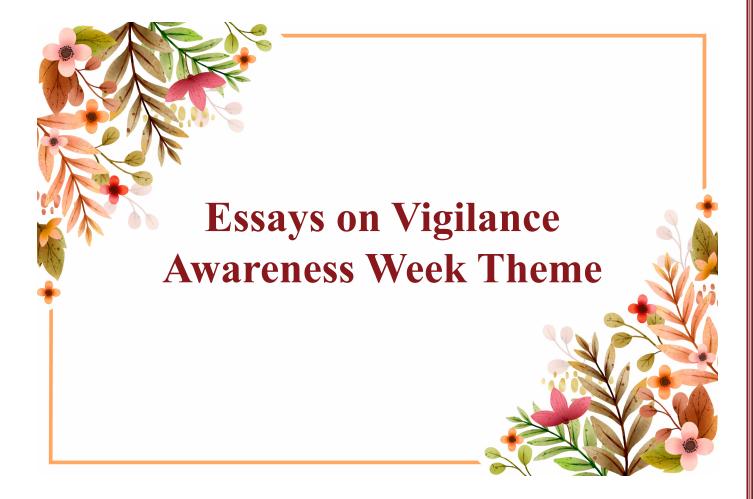
We acknowledge our responsibility to lead by example and the need to put in place safeguards, integrity frameworks and code of ethics to ensure that we are not part of any corrupt practice and we tackle instances of corruption with utmost strictness.

We realize that as an Organization, we need to lead from the front in eradicating corruption aspects and in maintaining highest standards of integrity, transparency and good governance in all of our operations.

We, therefore, pledge that:

- We shall promote ethical business practices and foster a culture of honesty and integrity:
- We shall not offer or accept bribes;
- We commit to good corporate governance based on transparency, accountability and fairness:
- We shall adhere to relevant laws, rules and compliance mechanisms in the conduct of business:
- We shall adopt a code of ethics for all our employees;
- We shall sensitize our employees of laws, regulations, etc. relevant to their work for discharge of their duties:
- We shall provide grievance redressal and Whistle Blower mechanism for reporting grievances and fraudulent activities:
- We shall protect the rights and interests of stakeholders and the society at large.







## भ्रष्टाचार का विरोध करें, राष्ट्र के प्रति समर्पित रहें Say no to corruption; commit to the nation

मानवता हो पंगु जब, करे कौन आचार। नैतिकता हो सुप्त जब, जागे भ्रष्टाचार।।

जब हम सतर्कता की बात करते हैं तो इसका अर्थ है— भ्रष्टाचार के विरुद्ध लड़ाई। भ्रष्टाचार में समावेशित हैं — शक्ति, धन एवं सरकारी संपदा का दुरूपयोग। किसी भी देश अथवा संगठन का भ्रष्टाचार मुक्त होना नितांत आवश्यक है। भ्रष्टाचार का विरोध करना एवं राष्ट्र के प्रति समर्पित होना किसी भी देश अथवा संगठन को आर्थिक हानियों से बचाता है। किसी भी देश के विकास में भ्रष्टाचार बहुत बड़ी बाधा है जिसे समाप्त करने के लिए एकीकृत प्रयासों की आवश्यकता है। भ्रष्टाचार का विरोध करने के लिए प्रारंभिक स्तर पर ही हमें उच्च नैतिक आदर्श रखते हुए तथा बुद्धिसंगत निर्णय लेते हुए अपने कर्तव्यों का पालन निष्ठापूर्वक करना होगा। आज भारत जब विश्वशक्ति बनने की ओर अग्रसर है तब प्रत्येक देशवासी का यह कर्तव्य होना चाहिए कि वे राष्ट्र के प्रति समर्पित रहें और नए भारत के निर्माण में यथाशक्ति सहयोग करें। सार्वजनिक जीवन में सत्यनिष्ठा, पारदर्शिता और जवाबदेही की संस्कृति को मजबूत बनाने के लिए समाज तथा अर्थव्यवस्था के प्रत्येक वर्ग की भागीदारी आवश्यक है।

नए भारत के निर्माण के लिए भ्रष्टाचार का विरोध करना एवं उसका समूल नाश करना पहली शर्त है। भ्रष्टाचार मुक्त भारत की गित और स्वरूप पर जिन तत्वों का प्रभाव पड़ेगा उनमें सत्यिनिष्ठा और सतर्कता की संस्कृति का महत्वपूर्ण स्थान है। भ्रष्टाचार मुक्त भारत हमारे प्राचीन नैतिक आदर्शों की नींव पर ही खड़ा होगा। जिसके प्रेरक उदाहरण प्राचीन काल से लेकर आधुनिक भारत के इतिहास तक पाए जाते हैं। हमारे देश के राज—चिन्हह पर भी मुंडक उपनिषद का आदर्श वाक्य श्यत्यम. व जयते' अंकित है। जिसका अर्थ है 'सत्य की ही विजय होती है'। सुव्यवस्थित परिवर्तन एवं पारदर्शिता पर बल देते हुए भ्रष्टाचार पर अंकुश लगाना समय की आवश्यकता हो गई है। अगर हम यह तय कर लें कि किसी भी काम को अनैतिक तरीके से होने नहीं देंगे और अपने स्तर पर इसके लिए कोशिश शुरू करें, तो हमें निश्चित तौर पर सफलता मिलेगी।

हालांकि भारत सरकार द्वारा भ्रष्टाचार के विरोध एवं सतर्कता अपनाने की दिशा में संगठनात्मक दक्षता सुधार हेतु ई—गवर्नेंस जैसे संस्थागत सुधार अमल में लाए जा रहे हैं। ई—गवर्नेंस से सरकारी व हमारे रोजमर्रा के काम में सरलता, पारदर्शिता, सहजता व कार्यकुशलता बढ़ती जा रही है। सरकारी कार्यालयों की विभिन्न प्रक्रियाओं में प्रौद्योगिकी के प्रयोग जैसे ई—प्रो. क्यूरमेंट, डिजिटल भुगतान तथा जेम पोर्टल से खरीद को अपनाया जा रहा है। अर्थव्यवस्था के संचालन में डिजिटल माध्यमों को बढ़ावा देने से भी भ्रष्टाचार पर अंकुश लगा है। इस तरह के संस्थागत बदलावों से भ्रष्टाचार का विरोध होता है और देश समृद्धि के मार्ग पर अग्रसर होता है।

भ्रष्टाचार का विरोध करने के व्यवहारिक उपायों में परिवार की भी महत्वपूर्ण भूमिका होती है। डॉ अब्दुल कलाम जी ने कहा कि — ध्अगर किसी देश को भ्रष्टाचार मुक्त और सुंदर मन वाले लोगों का देश बनाना है तो मेरा यह दृढ़तापूर्वक मानना है कि समाज के तीन सदस्य ये कर सकते हैं— माता, पिता और गुरू।

चूंकि अब भारत अपने अमृत काल में प्रवेश कर चुका है और अमृत काल वैश्विक शांति एवं विकास का समय है। तो आइये अपनी कार्यप्रणाली में सतर्कता को अपनाकर भ्रष्टाचार का विरोध करें तथा राष्ट्र एवं अपने संगठन के विकास में अग्रणी भूमिका निभाते हुए राष्ट्र के प्रति समर्पित रहें। इसके अलावा इस अमृत काल में श्राष्ट्र प्रथम — सदैव प्रथमश्र की अपनी प्राणशक्ति को आत्मसात करें।



## What is Corruption?

Corruption is an act of dishonesty and a criminal offense Conducted by a person or a group of people or an organisation by abusing and taking advantage of their power and position of authority. This means that anything unethical done for the greed of money which is beyond the boundaries of the legality will be termed as Corruption. Corruption steals Resources from poverty eradication efforts. India, our country with a rich tapestry of cultures, languages and customs has been facing the challenge of corruption. This problem runs deep and has held back the nation's progress and advancement. A corruption - free India is not just the right thing to do but also a very necessary step towards becoming a developed nation.

## "Corruption is a Crime; Let's destroy it Before it destroys us"

#### Why does corruption exist?

To prevent corruption, we have to understand why corruption takes place. This is because people desire to make a lot of money without putting in a lot of effort. It is a Common notion that those who work with honesty cannot reach higher levels.

The following are the main reasons for existence of corruption.

- \*Low salaries for government employees.
- \*Lack of fear of authorities
- \*Additional income and greed for money.
- \*The mentality of "everyone takes a bribe. So why not me"
- \*In times of urgency, bribing might becoming the best way out.

We can't expect everything to be done by the government the responsibility lies equally with everyone, right from top-level authorities to mid-level employees and low-level workers.

## "Corruption make the country empty from inside!!"

#### Ways to prevent corruption:

People should be vigilant and record the acts of corruption and expose such people in accordance with the law.

Accountability: A sense of accountability of income should be given by all the worker at all levels to prevent taking bribes.

Vigilance: Being vigilant, allows you to you to observe, recognize and take action against conflict and violence, potentially before they occur. The anti-corruption officers should be vigilant and conduct and conduct anti-corruption awareness campaigns. String and robust laws in place constant monitoring and surveillance is required.

## "Vigilant India – Prosperous India"

Follow the night course: We must take it as a responsibility to follow the right course of getting things done rather than giving bribes to get them done.

Transparency: To fight corruption, we must embrace, transparency. Transparency will promote accountability and provides information for citizens about what their government is doing. Openness will Strengthen our democracy and promote efficiency and effectiveness in government. Seeking and receiving information is a human right that



can act as safeguard against Corruption and increase trust in decision makers and public institutions Transparency in government leads to reduced Corruption.

## "If corruption is a disease, the vaccine is a Transparency"

## Lack of Job opportunities:

The Jobs in the market are less compared to the number of qualified youths. They are taking up jobs that are not on par with their qualification. The dissatisfaction amongst these individuals quest for earning more leads them to take up corrupt means.

## "People's indifference is the best breeding ground for corruption is Grow"

## Government's Role in establishing corruption-free India:

Indian government must make strict laws to get rid of this problem. People indulging in corrupt practices must be punished severely. The government officials in the country are known for their laid-back attitude towards work. They take bribes without any hesitation to provide various government services to people. If the government monitors the actions of these employees closely and punishes them, then only these practices can end.

## "Don't be part of Corruption if you want the development of nation"

### **Building a Corruption-Free India:**

Each of the issues leading to corruption must be removed from its roots. It is the joint effort of the individuals, media as well as government that can help in building a Corruption-free India. They must take it as a responsibility to work hand in hand to make the country a better place to live.

## Corruption: A Hurdle - Be a Participant of India against Corruption"

For India to become a truly Corruption-free, strong laws, autonomy of power to government officers and good awareness campaigns to the general public should be done.

## "Corruption shows dishonour while honesty honour !!"

#### **Impact of Corruption on development:**

Corruption acts as significant barrier to economic growth and development. It distorts market mechanisms, undermines institutions and erodes public trust. It creates inefficiencies and inequalities, leading to the misallocation of resources and suppression of economic potential.

## Technology as a tool against Corruption:

In the digital age, technology can be leveraged to combat corruption. Digital platforms can ensure transparency in government transactions and reduce human discretion, a major source of corruption. The introduction of e-governance, digital payments and online service delivery can minimize the scope for Corruption. "**Technology transforms people's lives**" by mitigating poverty to simplifying processes ending Corruption to provide better services.

#### Path to a Corruption – free India:

The path to a corruption-free India lies in robust institutional reforms, stringent laws and effective enforcement. Strengthening the judiciary, promoting transparency in public procurement and encouraging citizen participation in governance are key steps in this direction. This vision encapsulates an India where every citizen has equal access to



opportunities and resources, fostering an environment conducive for growth and development.

## "Every single No to Corruption is YES to better health, Economy and education"

## **Conclusions:**

Corruption-free India is integral to the country's development. It paves the way for efficient use of resources, promotes equality and ensures sustainable growth. Achieving this goal requires concerned efforts from the government, society and individuals. India has become the 5th biggest economy where else, India is ranked 85th among 180 countries in transparency International's Corruption perception index. If we have the power to develop our nation economically strong, why not we can make are nation corruption-free. We should commit to the nation and should take responsibility to eradicate corruption. Achieving corruption-free India is a challenging task, but with collective will and determination, a corruption-free India is achievable. This would pave the way for India's transformation into a developed nation.

SAY NO TO CORRUPTION!!

EVERY NO COUNTS!!



## Say no to corruption; commit to the Nation

Corruption is a social evil that has plagued our nation for decades. It is a cancer that has eaten into the very fabric of our society and is destroying our democracy. Corruption is the misuse of entrusted power for private gain. It can take many forms, including bribery, extortion, nepotism, and cronyism.

Corruption has a devastating impact on our nation. It undermines economic development, erodes public trust in government, and breeds inequality and injustice. Corruption also diverts resources away from essential public services, such as education, healthcare, and infrastructure.

In order to build a strong and prosperous nation, we must be committed to fighting corruption. We must all say no to corruption and work together to create a more transparent and accountable system.

Here are some ways in which we can all say no to corruption:

- Refuse to pay bribes. Bribery is the most common form of corruption. When we pay bribes, we are perpetuating the cycle of corruption and making it more difficult to eradicate.
- Report corruption. If we witness corruption, we should report it to the appropriate authorities. This will help to bring corrupt individuals to justice and deter others from engaging in corrupt practices.
- Demand transparency and accountability from our leaders. We should hold our leaders accountable for their actions and demand that they be transparent about their decision-making process.

When we say no to corruption, we are also committing to the nation. We are making a commitment to building a better future for all Indians. We are committing to a nation where everyone is treated equally and where everyone has the opportunity to succeed.

When we say no to corruption, we are also saying yes to a more prosperous nation. Corruption stifles economic growth and development. It diverts resources away from essential public services and into the pockets of corrupt individuals. A corruption-free society is a society where the economy can grow and where everyone benefits from the fruits of progress.

Corruption is a threat to our democracy. It undermines public trust in government and erodes the institutions of democracy. When we say no to corruption, we are also saying yes to a stronger democracy. We are making a commitment to a nation where the government is accountable to the people and where the rule of law prevails.

Let us all commit to saying no to corruption and to building a better future for our nation.



## भ्रष्टाचार का विरोध करें देश के प्रति समर्पित रहें

दशकों से भारत को विकिसत देश बनाने की संकल्पना को साकार करने के लिए भ्रष्टाचार को समाप्त करना जरूरी है। भ्रष्टाचार, जो वर्तमान में देश के विभिन्न स्तरों पर छोटी सी रिश्वत से लेकर बड़े वित्तीय घोटालो तक फैला हुआ है, उसे हर दिशा, दशा एवं तंत्र से हटाना भले ही किठन प्रतीत होता हो पर यह असंभव नहीं है। आज जबिक देश की संस्कृति में व्यक्तिगत संबंधो का प्रयोग कर निजी हितों में वृद्धि करना या जुगाड़ से किसी पद/जगह को प्राप्त करना जीवनशैली का हिस्सा बन गया है और सार्वजनिक धन के दुरुपयोग से शिक्षा और स्वास्थ्य जैसी आधारभूत सेवाओं को प्राप्त करने में साधारण जनता का संघर्ष एक आम बात हो गई है, ऐसे में इस भ्रष्टाचार को प्रभावी तरीके से परास्त करने के लिए, बहुआयामी दृष्टिकोण आवश्यक है। जिन नागरिको का सार्वजनिक संस्थानों के प्रति विश्वास क्षीण हो चुका है, उसे पारदर्शिता की संस्कृति को बढ़ावा देकर, भ्रष्टाचार निरोधक कानून को मजबूत बनाकर त्वरित एवं न्यायसंगत न्याय प्रक्रिया सुनिश्चित कर, ई—शासन, संगठनों का डिजिटलीकरण इत्यादि माध्यमों से अर्थात स्त्रोत स्तर पर भ्रष्टाचार को रोक कर पुनः जागृत किया जा सकता है।

हालांकि भ्रष्टाचार को केवल कानून द्वारा नियंत्रित नहीं किया जा सकता है क्योंकि ज्यादातर मामलों में भ्रष्टाचार रिपोर्ट ही नहीं किया जाता है। "भ्रष्टाचार का विरोध करें — देश के प्रति समर्पित रहें" यह थीम इसलिए भी महत्वपूर्ण है क्योंकि सामान्यतया भ्रष्टाचार को स्त्रोत स्तर पर रोकने के लिए किए जाने वाले प्रयास ज्यादा महत्वपूर्ण माने जाते हैं, जबिक भ्रष्टाचार को जड़ से मिटाने के लिए सबसे महत्वपूर्ण है व्यक्तिगत स्तर पर और आसपास के लोगों को जवाबदेह करने का कर्त्तव्य। दूसरे शब्दों में कहे तो जागरूकता एक अत्यंत शक्तिशाली माध्यम है क्योंकि आम जनता यदि नैतिक मूल्यों को अधिक महत्व देने लगे और गलत प्रथाओं का विरोध करें अर्थात रिश्वत न देने, भ्रष्ट प्रथाओं की सूचना (व्हिसिलब्लोअर, पीडपी) देने जैसे रास्तो का चुनाव करें तो भ्रष्टाचार को कम किया जा सकता है। आम जनता की प्रतिभागिता भ्रष्टाचार की लड़ाई में बेहद जरूरी है।

"सही सोच, सही ज्ञान एवं सही कार्य" यह भ्रष्टाचार को समाप्त करने का मूलमंत्र है। हर दिन भ्रष्टाचार के खिलाफ अटल खड़े रहना, भ्रष्ट प्रथाओं में शामिल नहीं होना और ऐसी क्रियाओं की सूचना देना सही सोच का उदाहरण हैं। षेशक्षा, हमारा सबसे बड़ा हथियार है", यह भ्रष्टाचार को संबोधित करने में करने में एक अत्यंत महत्वपूर्ण माध्यम है। हमारे शैक्षणिक संस्थानों से प्राप्त सही ज्ञान एक ऐसी पीढ़ी का निर्माण कर सकने में सक्षम है, जो भ्रष्टाचार से घृणा करे। इसके साथ ही सामजिक संस्थान, मीडिया एवं गैर सरकारी संगठन में सतर्कता, भ्रष्ट गतिविधियों का खुलासा करने और दोषियों को सजा दिलाने में महत्वपूर्ण साबित हो सकती है। प्रत्येक नागरिक यदि भ्रष्ट नीतियों का विरोध करेगा, फिर चाहे वो रिश्वत न देने जैसा छोटा कदम ही क्यों न हो इसका महत्वपूर्ण प्रभाव पड़ सकता है। कहा भी तो गया है "बदलाव कि शुरुआत हमसे होती है"।

देश के प्रति समर्पित रहने का अर्थ है, व्यक्तिगत लाभ के परे देश की हितों को रखना होगा अर्थात न केवल स्वयं भ्रष्टाचार को समाप्त करने के प्रयासों में सक्रिय रूप से शामिल होना होगा बल्कि हमें अपने नेताओं से जवाबदेही मांगनी होगी ताकि वे उच्च नैतिक मानकों का पालन करें।

"भ्रष्टाचार का विरोध करें — देश के प्रति समर्पित रहें "यह एक नारा या भ्रष्टाचार के खिलाफ लड़ाई का बस एक विकल्प — नहीं है अपितु हर नागरिक का नैतिक कर्त्तव्य है। भ्रष्टाचार मुक्त भारत की ओर एक छोटा कदम भी न्यायशील, समृद्ध, और समान हक की समाज निर्माण में योगदान करेगा और इसका लाभ सभी नागरिकों को मिलेगा। भ्रष्टाचार के खिलाफ श्नाश कहकर एवं राष्ट्र की प्रगति के प्रति समर्पित रहकर हम एक उज्ज्वल भविष्य की ओर मार्ग बना सकते हैं।



## भ्रष्टाचार का विरोध करे; राष्ट्र के प्रति समर्पित रहें

परिचयः

भ्रष्टाचार एक निरंतर और हानिकारक सामाजिक मुद्दा है जो दुनिया भर के देशों की प्रगति, समृद्धि और नैतिक ताने—बाने में बाधा डालता है। यह आर्थिक विकास को बाधित करता है, संस्थानों में विश्वास को कम करता है और असमानता को कायम / बढावा देता है। जिम्मेदार नागरिक होने के नाते यह हमारा कर्तव्य है कि हम भ्रष्टाचार के खिलाफ खड़े हों और इस बुराई से मुक्त राष्ट्र के निर्माण के लिए प्रतिबद्ध हों। भ्रष्ट आचरण में शामिल होने से इनकार करके और पारदर्शिता, जवाबदेही और अखंडता को बढ़ावा देकर हम अपने समुदायों और अपने राष्ट्र के लिए बेहतर भविष्य बना सकते हैं।

भ्रष्टाचार को समझना जरुरी है:

भ्रष्टाचार रिश्वतखोरी, गबन, भाई—भतीजावाद और सत्ता के दुरुपयोग सिहत विभिन्न रूप ले सकता है। यह कमजोर शासन संरचनाओं, पारदर्शिता की कमी और सीमित जवाबदेही वाले वातावरण में पनपता है। भ्रष्टाचार के परिणाम दूरगामी हैं जो समाज के हर पहलू को प्रभावित कर रहे हैं। यह सार्वजिनक सेवाओं के लिए आवंटित धन का दुरुपयोग करता है, निष्पक्ष प्रतिस्पर्धा को कमजोर करता है, संस्थानों में विश्वास को खत्म करता है और प्रणालीगत असमानता को कायम रखता है।

राष्ट्रीय विकास पर प्रभाव / बाधा उत्पन्न करता है:

भ्रष्टाचार किसी राष्ट्र के विकास और प्रगति में एक महत्वपूर्ण बाधा उत्पन्न करता है। यह घरेलू और विदेशी निवेश को रोकता है, आर्थिक विकास को रोकता है और सार्वजनिक सेवा वितरण को बाधित करता है। जब सार्वजनिक कल्याण के लिए निर्धारित संसाधनों को भ्रष्ट आचरण के माध्यम से छीन लिया जाता है, तो स्वास्थ्य देखभाल, शिक्षा और बुनियादी ढांचे के विकास जैसी आवश्यक सेवाओं को गरीबी और अविकसितता का दृष्चक्र पैदा होता है।

पारदर्शिता को बढावा देना आवश्यक उपकरण है:

भ्रष्टाचार के खिलाफ लड़ाई में पारदर्शिता एक आवश्यक उपकरण है। नागरिकों को सरकारी कार्यों में सूचना तक पहुंच और प्रभावी निरीक्षण तंत्र में खुलेपन की मांग करनी चाहिए। सरकारों को मजबूत कानून बनाने और लागू करने चाहिए जो हर एक देशवासी की रक्षा करें, भ्रष्टाचार की रिपोर्ट करने के लिए मंच प्रदान करें और भ्रष्ट आचरण में शामिल लोगों के खिलाफ मुकदमा चलाने की सुविधा प्रदान करें। सार्वजनिक खरीद प्रक्रियाओं और वित्तीय लेनदेन में पारदर्शिता को बढ़ावा देना भी भ्रष्ट प्रवृत्तियों पर अंकुश लगाने में महत्वपूर्ण भूमिका निभाता है।

जवाबदेही को बढावा देनाः

भ्रष्टाचार से प्रभावी ढंग से निपटने के लिए जवाबदेही तंत्र महत्वपूर्ण हैं। भ्रष्टाचार विरोधी आयोग, न्यायपालिका और अंकेक्षण एजेंसियों जैसी निगरानी के लिए जिम्मेदार संस्थानों को सशक्त बनाया जाना चाहिए और उन्हें राजनीतिक हस्तक्षेप से मुक्त होकर स्वतंत्र रूप से काम करने की अनुमित दी जानी चाहिए। इसके अलावा नागरिकों को अपने निर्वाचित प्रतिनिधियों को उनके कार्यों के लिए जवाबदेह ठहराने और अपनी मतदान शक्ति का उपयोग उन उम्मीदवारों का समर्थन करने के लिए करने की आवश्यकता है जिनके पास ईमानदारी और नैतिक आचरण का सिद्ध ट्रैक रिकॉर्ड है।



#### शिक्षा और जागरूकताः

सत्यनिष्ठा और नैतिक व्यवहार की संस्कृति विकसित करने के लिए शिक्षा मौलिक है। नागरिकों, विशेषकर युवाओं को भ्रष्टाचार के परिणामों और ईमानदारी, निष्पक्षता और न्याय जैसे मूल्यों के महत्व के बारे में शिक्षित करके हम राष्ट्र के प्रति जिम्मेदारी और प्रतिबद्धता की भावना पैदा कर सकते हैं। नैतिक व्यवहार को बढ़ावा देने के उद्देश्य से जागरूकता अभियान, कार्यशालाएं और शैक्षिक कार्यक्रम नियमित रूप से आयोजित किए जाने चाहिए, जिसमें समाज के सभी वर्गों को शामिल किया जाना चाहिए।

## मिसाल के हिसाब से आगे बढनाः

भ्रष्टाचार मुक्त राष्ट्र बनाने के लिए सामूहिक प्रयास की आवश्यकता होती है जहां प्रत्येक व्यक्ति अपनी भूमिका निभाता है। अपने रोजमर्रा के जीवन में उदाहरण पेश करके हम भ्रष्टाचार के उन्मूलन में योगदान दे सकते हैं। इसमें हमारे कार्यों में पारदर्शिता को अपनाते हुए भ्रष्ट आचरण में शामिल होने से इनकार करना और हमारे प्रभाव क्षेत्र के भीतर नैतिक व्यवहार को सक्रिय रूप से बढ़ावा देना चाहिये। ऐसी संस्कृति को बढ़ावा देना महत्वपूर्ण है जहां अखंडता का जश्न मनाया जाता हो और भ्रष्टाचार को सख्ती से खारिज कर दिया जाता हो।

## निष्कर्षः

भ्रष्टाचार एक कैंसर है जो किसी भी राष्ट्र की नींव को खा जाता है। जिम्मेदार नागरिक के रूप में हमारा कर्तव्य है कि हम भ्रष्टाचार को ना कहें और पारदर्शिता, जवाबदेही और अखंडता वाले राष्ट्र के निर्माण के लिए प्रतिबद्ध हों। हमारे समुदायों में इन मूल्यों को बढ़ावा देकर, भ्रष्टाचार विरोधी उपायों का समर्थन करके और नैतिकता और ईमानदारी को महत्व देने वाली संस्कृति को बढ़ावा देकर हम आने वाली पीढ़ियों के लिए एक समृद्ध और नैतिक रूप से ईमानदार राष्ट्र बना सकते हैं। आइए हम भ्रष्टाचार के खिलाफ अपनी लड़ाई में एकजुट हों और एक उज्जवल और भ्रष्टाचार मुक्त भविष्य की दिशा में काम करें।



## Say no to corruption; commit to the Nation

Corruption, a chronic problem that afflicts communities worldwide, threatens the basic foundation of a country's progress and success. It is a cancer that eats away at a society's moral fibre, impeding economic growth, undermining trust in institutions, and perpetuating inequity. Faced with this threat, it is critical that we all say no to corruption and commit to the betterment of our country.

Corruption takes various forms, from bribery and embezzlement to nepotism, Cronyism, Extortion & Kickbacks, Money Laundering etc. Corruption in the system like Political Corruption, Judicial Corruption, Police Corruption, Corporate Corruption Healthcare Corruption Education Corruption Media Corruption Environmental Corruption any many more. Its consequences are far-reaching, affecting every aspect of society. It diverts public funds meant for essential services like healthcare, education, and infrastructure development into the pockets of the corrupt. This deprives the most vulnerable citizens of their basic rights and perpetuates a cycle of poverty.

To combat corruption effectively, it is essential to foster a culture of integrity, transparency, and accountability. Increase Public Participation, Streamline Bureaucracy Simplify processes and reduce red tape, Education: Raise awareness and teach anti-corruption values, Technology Implement digital solutions to minimize corruption opportunities Whistleblowing: Protect whistle blowers and incentivize reporting Competitive Bidding: Award contracts through competitive processes Judicial Independence: Ensure a fair judiciary for corruption prosecutions International Cooperation: Collaborate to combat cross-border corruption. Ethical Business Practices: Encourage ethical conduct in the private sector Continuous Monitoring: Regularly assess anti-corruption measures and adapt strategies. This begins with individuals taking a stand against corruption in their daily lives. People must refuse to participate in corrupt practices, report wrongdoing when they encounter it, and demand accountability from those in power.

Government institutions also play a crucial role in the fight against corruption. They must implement and enforce stringent anti-corruption measures, promote transparency in public transactions, and protect whistle blowers. Additionally, education and awareness campaigns should be conducted to educate citizens about the corrosive effects of corruption and empower them to make ethical choices.

In conclusion, saying no to corruption and committing to the nation is not just a moral obligation; it is a fundamental step toward building a prosperous, equitable, and resilient society. Every citizen has a role to play in this battle against corruption, and together, we can create a nation that values integrity, transparency, and accountability above all else. It is only through collective action that we can pave the way for a brighter future for ourselves and generations to come.







## **Minimization of Storage Losses**

The post-harvest life and quality of agricultural produce depends mainly upon its quality at the time of harvest. However, after the harvest, several interrelated factors form complex interrelationships may result in the deterioration of quality during storage. Although, the harvest period of agricultural produce is relatively short, the demand for consumption extends throughout the year. Thus, the agricultural produce has to be stored safely using proper methods of preservation for consistent supply throughout the year. Cereals, as agricultural produce, holds an important place in human food as they are primary sources of energy to the majority of the global population. While farmers store cereals for the purpose of seed, feed, and their own consumption, marketing agencies and traders store them for economic gain. In many cases, Government agencies store food grains to ensure domestic food security, supply, and price stability in the market and also to earn foreign exchange through export. Therefore, the dynamics of storage in terms of quality maintenance and losses form a crucial component of economic and policy decisions.

In India annual storage losses have been **estimated 14 million tons of food grain worth Rs. 7,000 crore every year** in which insects alone account for nearly Rs. 1,300 crores. The major economic loss caused by storage insect pests is not always by consumption but also by the amount of contamination. About 600 species of insects have been associated with stored grain products. According to World Bank Report (1999), post-harvest losses in India amount to 12 to 16 million metric tons of food grains each year, an amount that the World Bank stipulates could feed one-third of India's poor. Out of these post-harvest losses storage -insects alone account for 2.0 to 4.2 per cent followed by rodents 2.50 per cent, Birds 0.85 per cent and moisture 0.68 per cent.

By keeping following points in mind, we can minimize storage losses in the food grain stock during storage.

#### 1. At the time of entry of vehicle in the Warehouse:-

With the arrival of stock, detail of the vehicle and number of units brought in it should be documented immediately in the gate register. The loaded vehicle should be thoroughly searched and if any material is kept in the truck which is not part of truck and can also affect the weight of the vehicle (like stones, cans and tubes filled with water etc.) should be removed. Only then truck should be allowed for weighment. If any vehicle has come to the warehouse for delivery, then same procedure is to be followed.

## 2. At the weigh bridge:-

The zero error of weighbridge, present at the center should be verified on daily basis. It should also be ensured that there is no difference in weight when the truck is positioned at different places on the platform of weighbridge. The calibration status of the weighbridge should be checked from time to time by using test weights. Any transportation vehicle coming to the center must be weighed every time (at the time of arrival and departure) and it should be convincingly documented. It should not be documented on the basis of previous observations. Whenever, the weighbridge is repaired, it should be re-calibrated immediately, before using it 100% stock must be weighed at the time of receipt and issue.

### 3. Collection of Samples:-

Samples of food grains, pulses, and small grains from stock should be collected for analysis as per SI-14818:2022 standard.

## 4. Analysis of Samples:-

The samples should be analyzed for moisture and other refractions as per the requirement of grade designation of



the commodity and the results should be documented. Moisture meter and other equipments must be calibrated. For moisture measurement, it should be ensured to use the right cup (volume), quantity of sample, code and pressure. The samples obtained should be analyzed immediately for moisture and other refractions. The stock should be accepted for storage only within the permissible limits of the specifications. It should be ensured that rejected stock is immediately taken out of the warehouse.

#### 5. Provision of average weight:-

If stock is not accepted on the same day due to non-analysis, then on next day 10 percent of the bags should be weighed on the platform scale. The weight taken on the weighbridge or the calculated average of the weight taken on the platform scale, whichever is less, should be documented.

#### 6. Allotment of stack:-

After accepting the stock, allotment of stack for storage should be done very carefully and distribution of weight among the stacks should be done on the basis of concrete apportionment.

## 7. Usage of proper dunnage:-

Dunnage should be compulsorily used for storage of the stock. If wooden crates or poly pallets are not available, sandwich or other alternate dunnage materials may be used but stock should not be stored without proper dunnage.

### 8. Cleanliness of godown and premises:-

Proper arrangements of cleanliness of godowns and premise should be ensured.

## 9. Collection of Spillage:-

The grains recovered during cleaning of the godown, should be cleaned and kept in the palla bag of the concerned stack. It should not be thrown with the garbage.

#### 10. Proper ventilation:-

Proper ventilation should be ensured during the sunny days. There should be no ventilation in the warehouse during rain. In the absence of proper ventilation, the possibility of pest infestation increases.

#### 11. Treatments:-

Prophylactic and curative treatments must be given as per prescribed drill. Only recommended dose of the insecticides should be used. Any deviation in dosage of insecticides may lead to development of the resistance among the target insect pests. For successful curative treatment integrity of the fumigation covers may be ascertained, dose of fumigant should be worked out on the basis of volume. After distribution of fumigant in the stack, covers must be sealed properly to avoid chances of leakage of gas.

#### 12. Fortnightly inspections:-

Fortnightly inspection is must. This provides accurate information about the health of the stock which in turn facilitates in taking timely and meaningful decisions regarding the stock.



#### 13. Prevention of cross infestation:-

As far as possible unserviceable items, "C" class sacks etc. should not be kept in the godown as these things can become a source of cross infection.

#### 14. Prevention of leakage:-

Before onset of monsoon, all the godowns of the store should be closely inspected and leakage points should be identified and repaired in time. A thorough inspection of all the godowns has to be done during the rainy season so that it can be ascertained that there is no leakage anywhere. If leakages are noticed at any point, it should be repaired immediately.

#### 15. Arrival of stock through rake:-

In most of the consuming regions, the stock is sent by the Food Corporation of India through rakes from the procuring regions, which is handled by the CWC at the good shed and brought to the warehouse by the handling and transportation contractor.

The following points are important in this matter. It is necessary for the contractor to provide adequate number of tarpaulins at every unloading and loading point at the goods shed. Due to not providing adequate tarpaulins during the process of unloading and loading, the scattered grains are not recovered. Cargo worthy trucks should be used by the contractor to transport the stock so that the stock does not get scattered on the way and the gunny bags are not damaged. Empty trucks should be checked thoroughly and if there is any unnecessary material in the truck, it should be removed with immediate effect and only then the vehicle should be weighed. If the distance from the goods shed to the warehouse is long then double weighing should be done in every case. For this, firstly the weighing should be done at the goods shed and secondly the weighing should be done at the warehouse. Before starting the weighment, both the weighbridges should be checked seriously. The weight obtained at the warehouse weighbridge should be documented. Before weighing the loaded and empty vehicles, a thorough search should be conducted at the center and if any objectionable goods have been kept in the truck on the way, those should be removed before second weighment. It is responsibility of the contractor to provide tarpaulins at the goodshed so that the scattered grains does not get wasted in any way. It should be monitored at the good shed that the good shed palla is filled only after cleaning it. Under no circumstances uncleaned grains should be filled in palla bags. Here, it will be worthwhile to mention that acceptance of palla bags filled with dirty grains, reduces the transit loss but adversely affects the storage loss.

#### 16. FIFO (First in first out):-

FIFO should be followed in all circumstances. Deviation if any, must be on well based reasons.

#### 17. At the time of delivery:-

It is mandatory to check the quality even at the time of delivery of stock and its weighment should also be done with utmost care. Apart from this, spillage should be collected, cleaned and delivered along with mother stock at the time of delivery of stock. Sanctity of the stack must be maintained in any case. Under no circumstances should grains be left scattered at the delivered stack. Made up bags should be documented and full information should be given to the depositor regarding made up bags.









(Vigilance Awareness Week-2022)



(Vigilance Awareness Week-2022)





(Independence Day -2023)



(PIDPI AWARENESS CAMPAIGN- CW, Bilaspur-I)





(Annual General Meeting -2023)

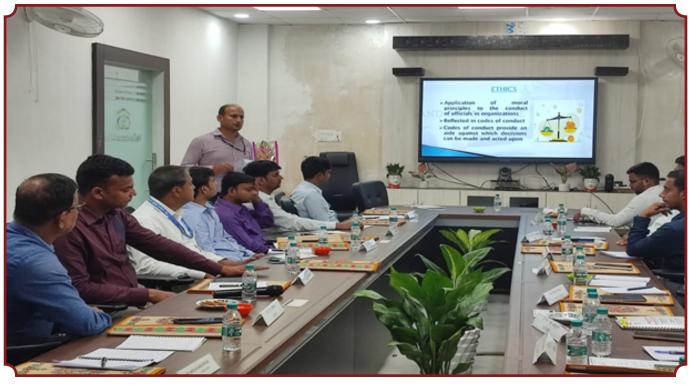


(Preventive Vigilance Training at RO- Chandigarh in October-2023)





(Preventive Vigilance Training at RO- Bhopal in October-2023)



(Preventive Vigilance Training at RO- Patna in October-2023)



# सुगरहा में ग्रामसभा का आयोजन, केन्द्रीय सतर्कता आयोग के तहत दी जानकारी

शाहनगर । शाहनगर विकासखन्छ के सुगरहा गांव में बुधवार को दोपहर १ बजे केन्द्रीय भंडारण निगम केन्द्रीय भंडारग्रह कटनी के द्वारा एक ग्राम सभा का आयोजन कराया गया। जिसका मुख्य उद्देश्य ग्रामिण अंचलों में निवासरत किसान भाईयों को अपने अधिकारों के प्रति जाग्रत करना है। कार्यक्रम की शुरूआत में प्रबंधक विपिन कुमार मुदगल केन्द्रीय भंडारग्रह कटनी द्वारा मां सरस्वती की प्रतिमा पर दीप प्रज्वलन कर पृष्य अपित किये तत्पश्चात उपस्थित किसानों को बताया की केन्द्रीय सतर्कता आयोग(पी आई डी पी आई) द्वारा जारी निर्देशों के अनुपालन में जनसमृह में निवारक सतर्कता अभियान



के अन्तर्गत पी आई डी पी आई भारत सरकार का एक संकल्प है । जिसके तहत शासकीय कार्यालय द्वारा अपने अधिकारों के दुरूपयोग को रोकने के लिये शिकायतकर्ता की पहचान गोपनीय रखी जाती है इस एक दिवसीय कार्यशाला में तकनीक निरिक्षक अनुपम शर्मा एवं सहायक तकनिकी श्याम बिहारी अहिरवार सहित सुगरहा गांव के किसान शामिल रहे।

(PIDPI AWARENESS CAMPAIGN - RO, BHOPAL)



(PIDPI AWARENESS CAMPAIGN- by CW Barhi at Village Lalharhi Khurd)



# हरिभामि

रोहतक - सोनीपत 23 Sep 2023

# सतर्कता जागरूकता सप्तारु मनाया

 भ्रष्टाचार को खत्म करने में सार्वजनिक भागीदारी बारे बताया

गन्नौर। उपभोक्ता मामले खाद्य एवं सार्वजनिक वितरण मन्त्रालय के अधीन केन्द्रीय भंडारण निगम बडी द्वारा लल्हेडी खर्द गांव में सर्तकता जागरूकता सप्ताह मनाया। भंडारण निगम शाखा बड़ी की प्रबंधक पुनम ने ग्रामीणों को ईमानदारी को बढ़ावा देने और भ्रष्टाचार को खत्म करने में सार्वजनिक भागीदारी बारे मे बताया। पूनम ने बताया कि भारत सरकार की नीति अनसार अनाप व गुमनाम शिकायतों पर कोई कार्रवाई नहीं की जानी होती है, यदि कोई शिकायतकर्ता अपनी पहचान गोपनीय रखना चाहता है तो लोकहित,प्रकटीकरण और मुखबिर



भंडारण निगम शाखा बड़ी की प्रबंधक पुनम व अन्य ग्रामीणों को जागरूक करते।

सरंक्षण संकल्प के अर्न्तगत शिकायत दर्ज कराने का प्रावधान है। उन्होंने कहा कि अवैध कार्यों की शिकायत करने और सही समय पर उन्हें रोकना सुनिश्चत करने के लिए शिकायतों का समय पर निपटान किया जाता है। जिससे शिकायतकर्ता में विश्वास की भावना पैदा होती है। पिडपी में दर्ज शिकायतों की पहचान गुप्त रखी जाती है। प्रबंधक पूनम ने कहा कि शिकायत भेजते समय डाक वाले लिफाफे पर पिडपी लिखा होना चाहिए। केन्द्र सरकार व उसके अधीन किसी भी संस्थां के कर्मचारी की भ्रष्टाचार से सम्बन्धित शिकायत बंद लिफाफे में डाकर द्वारा भेज दे। इस मौके पर तकनीकी सहायक कर्ण सिंह यादव व अरुण ने लोगों को जागरूक किया।

(PIDPI AWARENESS CAMPAIGN- RO, CHANDIGARH)



(PIDPI AWARENESS CAMPAIGN-CW, Hubli, Bangalore)





## केन्द्रीय भण्डारण निगम

(भारत सरकार का उपक्रम)

निगमित कार्यालय: 4/1 सीरी इंस्टीट्यूशनल एरिया, अगस्त क्रांति मार्ग, होज खास, नई दिल्ली-110 016

## **Central Warehousing Corporation**

(A Govt. of India Undertaking)
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