

FTS:-945505/24

No.C.30011/04/2019-Vig.
Government of India
Ministry of Education
Department of Higher Education

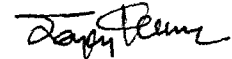
Room No. 106 C-Wing, Shastri Bhawan
New Delhi, dated 10th October, 2021

OFFICE MEMORANDUM

Sub : Recognising the work of officials/personnel of Ministries/Departments/PSEBs who have been vigilant /alert in their assigned tasks leading to prevention of misappropriation of funds/frauds / unwarranted incidents etc. for saving the organisation from financial/reputation risk.

The undersigned is directed to enclose a copy of CVC's OM No. 021/MS/024/493468 dated 05.10.2021 on the above mentioned subject.

2. The Commission has stated that in every organisation there may be cases where prompt and preventive action has been taken by the officials/staff members which have helped the organisation in avoiding misappropriation of funds, etc. The Commission has further stated that such vigilant/alert action of the officials need to be recognised who have played very important role at a given time by exercising deep sense of involvement and taking appropriate timely action leading to prevention of misappropriation of funds/frauds/unwarranted incidents etc. for saving the organisation from financial/reputational risk.
3. CVC has advised that all CVOs may identify such preventive actions which have been taken in last one year in their organisation. In such identified preventive actions taken by officials/staff, in the befitting case, the name of the concerned officials/staff who have played pivotal role in preventive actions may be sent to CVC with the approval of Chief Executive Officer of the organisations in the format enclosed.
4. It is, therefore, requested that the requisite information may please be furnished in the attached format, directly to the Commission by 21.10.2021 under intimation to Vigilance Branch, Ministry of Education.



(Sanjay Kumar)
Under Secretary (Vig.)
Tel. No.23386317

Encl: As above

To

1. All Bureau Heads of Department of Higher Education and Department of School Education & Literacy.
2. All Autonomous Institutes of Ministry of Education (through respective Administrative Bureaus).
3. CMIS for uploading on Website of Ministry of Education.

Telegraphic Address :
"SATARKTA: New Delhi

E-Mail Address
cenvigil@nic.in

Website
www.cvc.nic.in

EPABX
011-24600200

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011-24651186



केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION

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

सं./No.....No..021/MS/024/493468

05.10.2021

दिनांक / Dated.....

OFFICE MEMORANDUM

Subject: Recognising the work of officials / personnel of Ministries/Departments/PSUs/PSEBs who have been vigilant/alert in their assigned tasks leading to prevention of misappropriation of funds / frauds / unwarranted incidents etc. for saving the organization from financial / reputational risk.

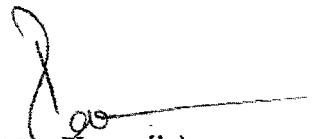
The Commission always gives highest importance to ensure integrity in public governance through the tool of Preventive Vigilance. In every organisation there may be cases where prompt and preventive action has been taken by the officials/staff members which have helped the organisation in avoiding misappropriation of funds etc.

2. The Commission has felt that such vigilant/alert action of the officials need to be recognized who have played very important role at a given point of time by exercising deep sense of involvement and taking appropriate timely action leading to prevention of misappropriation of funds / frauds / unwarranted incidents etc. for saving the organisation from financial / reputational risk. In order to motivate officials in the organization, it is the need of the hour to gather such information and select the befitting ones where the efforts of such employees can be duly recognised which would definitely motivate other officials to be vigilant/alert in their work.

3. In this connection, all CVOs including part-time CVOs are advised to kindly identify such preventive actions which have been taken in the last one year in your organisation. In such identified preventive actions taken by officials/staff, in the befitting case, the name of the concerned officials/staff who have played pivotal role in preventive actions may be sent to us **with the approval of the Chief Executive Officer of the organisation.**

4. The desired information may kindly be furnished to the Commission in the format attached herewith by 21st October 2021 at email kumar.arvind72@nic.in

5. This issues with the approval of the Commission.


(Ajay Kanoujia)
Additional Secretary

All CVOs of the Organisation/ Ministries/Departments

Format for furnishing details of the official/staff nominated for recognising his/her work by the Central Vigilance Commission

S. No.	Description	Details to be furnished by the CVO
1.	Name of the Organisation	
2.	Name of the nominated official and designation Name of the Organisation. Number of year(s) served in the organisation/Ministry/Department	
3.	Specific details of any one of the following preventive measures taken by an official/employee and outcome thereof; (i) Prompt action by the official that has helped the organisation in avoiding misappropriation of funds/ frauds /financial losses to the organisation and also corrective course of action on the irregularities which was likely to take place in the organisation, if any. (ii) Official who has identified loopholes in the system/norms and organization has carried out systemic improvement for avoiding lapses/financial losses in future. (iii) Any other important initiative taken by official on preventive vigilance	
4.	Justification/write-up by the CVO (within 200 word :)	

Certificate

2. The above information has been checked and the name of the officials/staff for recognition has been duly approved by the Chief Executive Officer of the organisation.

Signature of the CVO

Name/Organisation/Contact Number/Email address