

भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड

Security Printing and Minting Corporation of India Limited

मिनीरत्न श्रेणी-I, सीपीएसई
(भारत सरकार के पूर्ण स्वामित्वाधीन)

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भा.प्र.मु.मु.नि.नि.लि./सतर्कता/76/17/ 4233
SPMCIL/VIG/76/17/

दिनांक 31.01.2022
Date 31.01.2022

परिपत्र संख्या 01/22/Circular No. 01/22

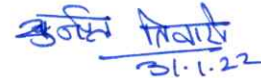
विषय/Sub:- विभागीय जांच प्रक्रिया समय से पूर्ण करने के संबंध में केन्द्रीय सतर्कता आयोग के निर्देश के संदर्भ में/Central Vigilance Commission Instructions on timely completion of departmental inquiries-procedure regarding

केन्द्रीय सतर्कता आयोग के दिनांक 12.01.2022 के परिपत्र संख्या 01/01/22 को जानकारी एवं उचित कार्यवाही हेतु संलग्न पाये जिसके द्वारा आयोग ने आरोपित अधिकारी द्वारा निरीक्षण के लिए और/या जांच अधिकारी द्वारा रिकॉर्ड में लेने हेतु दस्तावेजों की अनुपलब्धता के संबंध में निर्देश जारी किए हैं।

A copy of circular no 01/01/22 dated 12.01.2022 issued by Central Vigilance Commission regarding timely completion of departmental inquiries-procedure, is enclosed herewith for information and necessary action.

2. इसे सक्षम प्राधिकारी ने अनुमोदन से जारी किया जाता है।
2. This issues with the approval of Competent Authority.

संलग्न: यथोपरि।/Encl: As above.


21.1.22

(सुनील तिवारी)/(Sunil Tiwari)
उप मुख्य सतर्कता अधिकारी/Dy. CVO

मुख्य महाप्रबंधक/The Chief General Managers,
टकसाल/मुद्रणालय/कागज़ कारखाना/Mints/Presses/Paper Mill,
भा.प्र.मु.मु.नि.नि.लि./SPMCIL.

-पेज 2 - पर जारी

भा.प्र.मु.मु.नि.नि.लि./सतर्कता/76/17/
SPMCIL/VIG/76/17/

दिनांक .01.2022
Date .01.2022

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प्रतिलिपि/CC:

- क) अध्यक्ष तथा प्रबंध निदेशक कार्यालय/CMD office.
- ख) निदेशक (मा.स.) के कार्यालय सचिव/ निदेशक (वित्त) कार्यालय/ निदेशक (तकनीकी) के कार्यपालक सचिव / मुख्य सतर्कता अधिकारी के कार्यालय सचिव/ ES to Director (HR)/ Director (Finance) Office/ ES to Director (Technical)/ ES to CVO.
- ग) मुख्य महाप्रबंधक (मा.स./तकनीकी)/ महाप्रबंधक (वित्त)/ CGM (HR/Tech)/GM (Finance).
- घ) राजभाषा विभाग/ Department of Official Language
- ङ) सभी सतर्कता अधिकारी/All Vigilance Officials.
- च) सूचना पटल एवं वेबसाइट/Notice Board & Website.



सत्यमेव जयते

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-10023

सं./No..... 006/PRC/1
दिनांक / Dated..... 12.01.2022

Circular No. 01/01/22

Subject: Timely completion of Departmental Inquiries-procedure regarding

Reference: -

- (i) Commission's Circular No. NZ/PRC/1 dated 26.2.2004
- (ii) Commission's Circular No. 21/08/09 dated 06.08.2009
- (iii) Commission's Circular No. 09/12/2014 dated 11.12.2014
- (iv) Commission's Circular No. 18/12/20 dated 14.12.2020
- (v) Commission's Circular No. 22/12/21 dated 08.12.2021

Central Vigilance Commission has issued various guidelines, emphasising on timely finalization of inquiry proceedings. Recently, the Commission, vide its Circular No. 22/12/21 dated 08.12.2021 has also asked the organizations to seek a monthly progress report from the Inquiry Officers, regarding the departmental inquiries being conducted by them.

2. It has been noticed that many a times, the inquiry proceedings are held up due to non-availability of required documents or delay in making available the listed documents for inspection by the Charged Officer and/or for taking on record by the Inquiry Officer. Such delay in production of documents during the course of departmental inquiry or non-availability of documents not only slows down the inquiry proceedings but may also sometime result in exoneration of the Charged Officer, despite being guilty of misconduct.

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3. The Commission has therefore directed that in order to ensure timely progress of inquiry proceedings, the authorities concerned must establish a proper mechanism for safe custody of the documents required during the inquiry proceedings against any Charged Officer. It should also be ensured that the documents/certified copies of the same (wherever required) are made available to the Presenting Officers, immediately after his appointment, so that the same can be produced during the course of departmental inquiry, as and when required.
4. The above guidelines may be brought to the notice of all authorities concerned in the organizations, by the respective Chief Vigilance Officers.
5. It may be noted for strict compliance.



(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