



कार्यालय रक्षा लेखा प्रधान नियंत्रक (सेना)

1, करियप्पा मार्ग लखनऊ छावनी - 226002

Principal Controller of Defence Accounts (Army)

1, Cariappa Road, Lucknow Cantt.-226002

फोन नं. 0522-2451993 फैक्स नं0 0522-2451993



महत्वपूर्ण परिपत्र

सं. प्रशा/1ब/1020-डी/सतर्कता जागरूकता सप्ताह 2023

दिनांक:19.10.2023

सेवा मे,

✓सभी उप कार्यालय

रक्षा लेखा प्रधान नियंत्रक (सेना) लखनऊ

PCDA(Army) लखनऊ के वेबसाइट के माध्यम से

विषय- सतर्कता जागरूकता सप्ताह-2023।

संदर्भ: इस कार्यालय का पत्रांक 18.08.2023(Through website)

मुख्यालय कार्यालय के पत्र दिनांक 20.09.2023 के माध्यम से केंद्रीय सतर्कता आयोग का सर्कुलर दिनांक 11.09.2023 इस कार्यालय में प्राप्त प्राप्त हुआ है। जिसे आवश्यक कार्रवाई हेतु आपको प्रेषित किया जाता है।

सतर्कता जागरूकता सप्ताह-2023 की शुरुआत दिनांक 30.10.2023 को पूर्वाह्न 11:00 बजे सभी कार्यालयों में शपथ ग्रहण के साथ किया जाना है। इसके उपरांत CVC के circular दिनांक 11.09.2023 के अनुसार कार्यक्रम/प्रतियोगिताओं का आयोजन किया जा सकता है।

कृपया सतर्कता जागरूकता सप्ताह 2023 का आयोजन सुनिश्चित कर तथा इस कार्यालय द्वारा पूर्व में प्रेषित पत्र दिनांक 18.08.2023 में दिये गए निर्देशों का अनुपालन सम्मिलित करते हुये अपनी रिपोर्ट इस कार्यालय के प्रशा. 1ब अनुभाग में दिनांक 10.11.2023 तक प्रेषित करना सुनिश्चित करें, जिससे मुख्यालय कार्यालय को विषयगत रिपोर्ट प्रेषित की जा सके।

सतर्कता अधिकारी द्वारा अबलोनित/

सेलाग्रह - उपरोक्तानुसार

19/10

व.लेखा अधिकारी (प्रशा.1ब)

प्रतिलिपि

OA Cell (स्थानीय)PCDA(Army) के वेबसाइट पर अपलोड करने हेतु।

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व.लेखा अधिकारी (प्रशा.1ब)



“हर काम देश के नाम”

कार्यालय, रक्षा लेखा महानियंत्रक

उलान बटार रोड, पालम, दिल्ली छावनी-110011

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-25665713, 813 Fax: 011-25674806 email: cgdavigilance.dad@gov.in

Through Website



भारत 2023 INDIA

वैश्विक कुटुंबम्

ONE EARTH • ONE FAMILY • ONE FUTURE

No. AN/Vig/13006/2A/VAW

Dated 20.09.2023

To

All PCsDA/PCA(Fys)/CsDA

Through CGDA Website

Subject: Observance of Vigilance Awareness Week, 2023 - reg.

Reference: HQrs office earlier letter of even No. dated 10.08.2023

Please refer HQrs office earlier letter dated 10.08.2023 vide which, a copy of the CVC communication bearing No. 023/VGL/035/556448 {Circular No. 06/08/23} dated 02.08.2023 on the subject has been circulated.

2. In continuation to the above, please find enclosed a copy of CVC Circular communication bearing No. 023/VGL/035 {Circular No. 08/09/23} dated 11.09.2023 on the subject. The said CVC circular is self-explanatory.

3. The Commission has decided that this year, the Vigilance Awareness Week would be observed from 30th October to 5th November, 2023 with the theme “भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें (Say no to corruption; commit to the Nation)”. The same will be commenced with taking of integrity pledge on 30.10.2023 at 1100 hrs in respective offices.

4. It is, therefore, requested that necessary action should be taken w.r.t. observance of Vigilance Awareness Week 2023 as directed by the CVC and **a detailed report** on the same be sent to this office as per **Annexures D(i) to D(vi)** and **Activity Report as per Annexure F** on or before 20.11.2023 positively.

{the CVC circular dated 02.08.2023 and formats circulated vide HQrs letter dated 10.08.2023 may be treated as superseded}

Rajesh Chandra
(Rajesh Chandra)
Jt CGDA & CVO



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-110023

सं./No....023/V.G.L./035.....

दिनांक / Dated..... 11.09.2023

Circular No. 08/09/23

Sub: Observance of Vigilance Awareness week 2023.

Theme: “भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें”

“Say no to corruption; commit to the Nation”

Bringing transparency and accountability in governance remains one of the primary means to achieve all round development of the country. The Central Vigilance Commission, as the apex integrity organization of India, adopts different initiatives to strive towards ensuring integrity in public administration. Vigilance Awareness Week is one of the tools of the Commission in increasing public awareness about the perils of corruption. Vigilance Awareness Week is observed every year during the week in which the birthday of Sardar Vallabhbhai Patel (31st October) falls in. The Commission has decided that this year **Vigilance Awareness Week would be observed from 30th October to 5th November, 2023 with the following theme:**

“भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें”

“Say no to corruption; commit to the Nation”

2. The observance of Vigilance Awareness Week, 2023 would commence with the taking of the integrity pledge (copy enclosed at the **Annexure A**) by public servants in the Ministries / Departments / Central Public Sector Enterprises (CPSEs) / Public Sector Banks (PSBs) and all other organizations on **30th October, 2023 at 1100 hrs.**
3. In a move towards inculcating the true spirit of participative vigilance, the Commission had earlier issued instructions detailing a **three-month campaign period (16th August, 2023 till 15th November, 2023)** in which following preventive vigilance measures were to be taken up as focus areas by all the Ministries / Departments and Organizations:
 - a. Awareness building about Public Interest Disclosure and Protection of Informers (PIDPI) Resolution,
 - b. Capacity Building programs,

- c. Identification and implementation of Systemic Improvement measures,
 - d. Leveraging of IT for complaint disposal,
 - e. Updation of Circulars / Guidelines / Manuals,
 - f. Disposal of complaints received before 30.06.23.
4. All organizations are advised to conduct activities relevant to the theme that strives to bring about maximum public participation. It is imperative that all organizations should conduct different outreach programs that aim to sensitize the public about the need for transparency and integrity in public governance. A poster on PIDPI has been prepared and is available at **Annexure C**. The poster may be widely circulated and translated to regional languages, wherever feasible. You may prepare your own posters too.
5. Action taken report regarding the six Preventive Vigilance measures that are to be taken up as focus areas during this three-month campaign period should be sent by all to the Central Vigilance Commission as per the format enclosed at **Annexures D (i) to D(vi) by 8th December 2023 (Friday)**.
6. During Vigilance Awareness Week 2023, special emphasis may be given to engage the youth in various activities emphasizing the importance of integrity and ethics. Organizations should promote activities that involve the youth and foster an environment that re-affirms the importance of their involvement in the fight against corruption.
7. Activities to be conducted within the organizations may include the following:
- a. Employees may be encouraged to take e-pledge by visiting the website. Online "Integrity Pledge" is available at CVC's website (www.cvc.gov.in) and can be accessed by all.
 - b. Conduct workshops/sensitization programs for employees and other stake holders on policies/procedures of the organization and on Preventive Vigilance measures.
 - c. Vigilance Study Circles may conduct different outreach and awareness programs.
 - d. Conduct various competitions such as debates, quiz etc. for the employees and their families on issues relating to anti-corruption.
 - e. Promote the concept of e-Integrity Pledge by persons with whom the organization deals with.

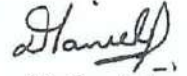
8. Outreach activities for public / citizens may include the following:

- a. All Ministries / Departments / Organizations shall publicize integrity Pledge amongst all employees, their families, vendors / suppliers / contractors / stake holders, students etc. to elicit wider participation. Integrity pledge for citizens and organizations enclosed at **Annexure A and B**.
- b. Organizations may undertake activities such as walkathons, marathons, street plays etc. which have visibility and mass appeal across all strata of society.
- c. Extensive use of social media platforms, bulk SMS / e-mails, WhatsApp etc. for spreading awareness. For different social media related initiatives, the social media handles of the Central Vigilance Commission may be tagged. (Twitter: @CVCIndia; Facebook: CVCofIndia)
- d. Organize grievance redressal camps for citizens / customers by organizations having customer-oriented activities. Similarly, vendor meets may be organized wherever necessary, through online mode or otherwise, whichever is more feasible.
- e. Organize "Awareness Gram Sabhas" for dissemination of information regarding the menace of corruption and the different measures that the public can undertake to redress it, such as complaint portals, etc. As per past practice, Public Sector Banks need to conduct "Awareness Gram Sabhas" at the Branch level in at least two Gram Panchayats. Other organizations may also organize wherever possible. Indicative list of activities which can be conducted as part of "Awareness Gram Sabhas" is at **Annexure E**.

9. Selected Photographs / Media clips may be sent to the Commission by email at the address **coord1-cvc@nic.in**. Photographs and Media clips may be uploaded on departmental / organizational websites.

10. A report on the observance of Vigilance Awareness Week may be sent by all Ministries / Departments / Organizations to Central Vigilance Commission as per format attached by **8th December, 2023**.

11. This notification is also available on the Commission's website at www.cvc.gov.in.


(P. Daniel)
Secretary

Encl: As stated.

To

- i. The Cabinet Secretary of India
- ii. The Secretaries of all Ministries / Departments of Government of India
- iii. The Chief Secretaries of all Union Territories
- iv. Director, CBI.
- v. Director of Enforcement
- vi. Chief Executives of all CPSEs / Public Sector Banks/ Public Sector Insurance Companies / Financial Institutions / Autonomous Organizations / Societies.
- vii. All Chief Vigilance officers in Ministries / Departments / CPSEs / Public Sector Banks / Public Sector Insurance Companies / Financial Institutions / Autonomous Organizations / Societies.

Integrity Pledge for Citizens

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

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

I realize that every citizen should be vigilant and commit to highest standards of honesty and integrity at all times and support the fight against corruption.

I, therefore, pledge:

- To follow probity and rule of law in all walks of life;
- To neither take nor offer bribe;
- To perform all tasks in an honest and transparent manner;
- To act in public interest;
- To lead by example exhibiting integrity in personal behavior;
- To report any incident of corruption to the appropriate agency.

Integrity Pledge for Organizations

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 work 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 and in maintaining highest standards of integrity, transparency and good governance in all aspects 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 honest 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.



PUBLIC INTEREST DISCLOSURE & PROTECTION OF INFORMER RESOLUTION, 2004 (PIDPI)

WHAT IS PIDPI?

- PIDPI is a resolution of Government of India
- Identity of the complainant is kept confidential for all complaints lodged under it

HOW IS PIDPI COMPLAINT FILED?

- The Complaint should be addressed to Secretary, CVC and the envelope should be superscribed as "PIDPI"
- Name and Address of the complainant should **NOT** be mentioned on the envelope but in the letter inside in a closed cover

GUIDELINES TO ENSURE IDENTITY OF COMPLAINANT REMAINS CONFIDENTIAL

- Complaints that are personally related to the complainant or addressed to other authorities may lead to disclosure of identity.
- Complaints should not be sent in open condition or on public portal
- Documents that reveal identity should not be enclosed or mentioned in the complaint. Eg: documents received under RTI
- Name and Address should be mentioned on the letter inside the envelope for confirmation purposes.
- Complaints where confirmation is not received are closed.
- Anonymous / pseudonymous letters are not entertained

VIGILANCE AWARENESS WEEK 2023

For more details visit
<https://www.cvc.gov.in>

PIDPI AWARENESS

Name of the Organization:

Reporting format for activities undertaken during campaign period (16th August 2023 – 15th November 2023) as a precursor to Vigilance Awareness Week 2023

1. What campaigns have been undertaken to spread awareness of PIDPI?
2. Display of PIDPI poster
 - a. Total number of regional offices of the organization?
 - b. How many such offices the poster was displayed in?
 - c. Number of languages the poster was translated into. Brief details.
 - d. Further remarks, if any.
3. Jingles / video / other media
 - a. Details of jingles / videos, etc used for dissemination of PIDPI provisions
 - b. Further remarks, if any.
4. Talks / seminars / public interactions / gram sabhas
 - a. Number of talks / seminars / public interactions / gram sabhas conducted explaining the provisions of PIDPI resolution, the correct procedure of filing a PIDPI complaint and common pitfalls/ mistakes made while filing PIDPI complaints.
 - b. Further remarks, if any.

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

CAPACITY BUILDING

Name of the Organization:

Reporting format for activities undertaken during campaign period (16th August 2023 – 15th November 2023) as a precursor to Vigilance Awareness Week 2023

1. Number of officials trained in ToT (Training of Trainers) capsule during the campaign period :-

- a. Procurement,
- b. Ethics and governance,
- c. Systems and Procedures of the organization,
- d. Cyber hygiene and security and
- e. IO/PO training,

2. No. of other officials trained during the campaign period :

- a. Procurement,
- b. Ethics and governance,
- c. Systems and Procedures of the organization,
- d. Cyber hygiene and security and
- e. IO/PO training,

3. Brief details of training conducted during the campaign period :-

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

IDENTIFICATION AND IMPLEMENTATION OF SYSTEMIC IMPROVEMENTS

Name of the Organization:

Reporting format for activities undertaken during campaign period (16th August 2023 – 15th November 2023) as a precursor to Vigilance Awareness Week 2023

- A.**
- i) Number of vigilance cases of the past 05 years taken up for analysis
 - ii) Number of areas vulnerable to corruption detected on the basis of analysis. Brief details may be given.
 - iii) Systemic improvements implemented to streamline vulnerable areas prone to corruption.
- B.**
- i) Brief details of Systemic Improvements suggested by Commission pending on 15th August 2023.
 - ii) Brief details of Systemic Improvements implemented during the campaign period.

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

LEVERAGING OF IT FOR COMPLAINT DISPOSAL

Name of the Organization:

Reporting format for activities undertaken during campaign period (16th August 2023 – 15th November 2023) as a precursor to Vigilance Awareness Week 2023

1. Whether online portals for receipt and tracking of complaints existed in the organization as on 31/7/23. If yes, brief details may be given.
2. Where no such portal is in existence, whether decision to create such a portal has been taken.

If yes,

- a. Details of such portal developed.
 - b. If the portal is not yet operational, timeline by when the portal will be operational be given.
3. Brief details of any other initiatives

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

Annexure – D (v)

UPDATION OF CIRCULARS / GUIDELINES / MANUALS

Name of the Organization:

Reporting format for activities undertaken during campaign period (16th August 2023 – 15th November 2023) as a precursor to Vigilance Awareness Week 2023

1. Whether guidelines / circulars and manual were updated during the campaign period?
2. Brief details may be given.

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

DISPOSAL OF COMPLAINTS

SL. No.	Particulars	Number	Remarks, if any
1.	Complaints received on or before 30.06.23 pending as on 15 th August, 2023		
2.	Complaints received on or before 30.06.23 disposed of during campaign period		
3.	Complaints received on or before 30.06.23 pending as on 15 th November, 2023		

List of Activities for conducting “Awareness Gram Sabhas” in rural and semi-urban areas

The following is a list of indicative activities for conducting “Awareness Gram Sabhas”.

1. Organize meetings in Gram Panchayats inviting all stake holders like the Sarpanch members of Gram Panchayat, Self-Help Groups (SHGs), workers of MGNREGA, farmers, students, and citizens. Head of Gram Sabha / Sarpanch or any dignitary could be requested to deliver lecture on awareness against corruption followed by discussion. Anti-Corruption messages in vernacular languages can also be displayed at the meeting.
2. Organize competitions like quiz, cartoon, slogans, painting, rangoli, posters and walkathon / marathon / cyclathon etc.
3. Organize Melas to give wide publicity to the produce / products of the SHGs as motivational tools for integrating them with awareness creation effort.
4. Organize evening Choupals / meetings in villages / panchayats during which short plays / nautankies / kalajathas / folk songs / puppet shows, etc., can be organized focusing on the theme of Anti-Corruption.

Activity Report format on Vigilance Awareness Week-2023

Name of the Organisation:

1. INTEGRITY PLEDGE

Table a): Integrity Pledge

Total no. of employees who have undertaken e-pledge	Total no. of customers who have undertaken e-pledge	Total no. of citizen who have undertaken e-pledge

2. ACTIVITIES / EVENTS ORGANISED WITHIN THE ORGANISATION

Table a): Conduct of competitions

Name of State	City / Place	Specify program (Debate / Elocution / Panel discussion etc.)	No. of participants	Remarks

Table b): Other Activities

Sl. No.	Activities	Details
1.	Distribution of Pamphlets / Banners	
2.	Conduct of Workshop / Sensitization programmes	
3.	Issue of Journal / Newsletter	
4.	Any other activities	

3. OUTREACH ACTIVITIES

Table a): Involving students in Schools

Name of State	Name of city / town / village	Name of School	Details of activities conducted (date of activities may also be mentioned)	No. of students involved
Total				

Table b): Involving students in Colleges

Name of State	Name of city / town / village	Name of College	Details of activities conducted (date of activities may also be mentioned)	No. of students involved
Total				

Table c): "Awareness Gram Sabhas"

Name of State	Name of city / town / village	Name of Gram Panchayat where "Awareness Gram Sabha" is held	Details of activities conducted (date of activities may also be mentioned)	No. of public / citizens participated
Total				

Table d) : Seminars/Workshops

Name of State	Name of city / town / village	No. of seminars / workshops organised	Details of activities conducted (date of activities may also be mentioned)	No. of public / citizens participated

4. OTHER ACTIVITIES

Sl. No	Activities	Details
1.	Display of Banners/Posters etc	
2.	No. of grievance redressal camps held	
3.	Use of Social Media	

5. DETAILS OF PHOTOS ENCLOSED

(Photos may kindly be sent alongwith captions and also place & date of event)

Name of the activities held	No. of Photos	Whether photos are sent in soft copy or hard copy	If in soft copy, number of CDs attached

6. ANY OTHER RELEVANT INFORMATION, IF ANY:

(Brief write up on the activities conducted during Vigilance Awareness Week, not more than 1000 words, may be attached in a separate sheet)

