

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/03/09(खण्ड V)/6742  
SPMCIL/VIG/03/09(Vol. V)/

दिनांक 27.01.2015

Date: 27.01.2015

परिपत्र/Circular

विषय/ Sub: शिकायतों से निपटने की प्रक्रिया के संदर्भ में।/ Procedure for dealing with complaints - regarding.

केन्द्रीय सतर्कता आयोग के दिनांक 23.01.2015 के परिपत्र द्वारा शिकायतों से निपटने की प्रक्रिया के संदर्भ में निर्देशों को जारी किया है को सूचनार्थ एवं उचित कार्यवाही हेतु परिचालित किया जाता है।

A copy of circular dated 23.01.2015 issued by Central Vigilance Commission regarding procedure for dealing with complaints is circulated herewith for information and necessary action.

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

संलग्न/Encl: यथोपरि।/As above.

(एस. एस. बालानी)/(S. S. BALANI)

वरिष्ठ सतर्कता अधिकारी/Sr. VO

महाप्रबंधक/The General Manager,

टकसाल/मुद्रणालय/कागज कारखाना/नि.मु./Mints/Presses/Paper Mill/CHO,

भा.प्र.मु.मु.नि.नि.लि./SPMCIL

प्रतिलिपि:

1. अध्यक्ष तथा प्रबंध निदेशक।/ CMD.
2. निदेशक (मा.सं./तक.) /मु.स.अ.।/Director (HR/Tech)/CVO.
3. अपर महाप्रबंधक (वित्त/मा.सं./तकनीकी)।/Addl. GM (Fin/HR/Tech).
4. उप महाप्रबंधक (तकनीकी)/उप मु.स.अ./DGMs (Tech)/Dy. CVO.
5. प्रबंधक (विपणन/तकनीकी/मा.सं.)/Manager (Marketing/Tech/HR).
6. सभी सतर्कता अधिकारी (नि.मु./इकाइयां)/All Vigilance Officials (CHO/units).
7. सूचना पटल एवं वेबसाइट।/Notice Board & Website.

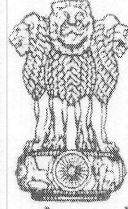
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सत्यमेव जयते

केन्द्रीय सतर्कता आयोग  
CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,  
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सं./No. 98/DSP/09

दिनांक / Dated 23<sup>rd</sup> January, 2015

Circular No. 01/01/2015

Subject:- Procedure for dealing with complaints – regarding.

The Commission under its powers conferred under Section 8 (1)(d) of CVC Act, 2003, causes inquiry/investigation into allegations of corruption and seeks reports from the CVOs of Ministries/Departments/Organisations. All CVOs are informed that henceforth, the Commission would be seeking confirmation from the complainant for owning / disowning the complaint, as the case may be. Therefore, any further confirmation would not be required to be sought by the CVOs from the complainant in respect of the complaints sent to CVO's for inquiry and report by the Commission. However, clarifications /any additional information, if required, could be obtained from the complainant (s) as part of inquiry in the matter undertaken by the CVOs.

2. As regards complaints received directly by the CVOs of Ministries / Departments / Organisations, if a complaint contains specific and verifiable allegations of corruption / vigilance angle and it is proposed to take cognizance of such complaints, the complaint will be first sent to be complainant for owning/disowning, as the case may be. If no response is received from the complainant within 15 days of sending the complaint, a reminder will be sent. 15 days after sending the reminder, if still nothing is heard, the said complaint may be filed as pseudonymous by the CVO of the Ministry/Department/Organisation concerned. CVOs are advised that in no case, any inquiry/investigation be initiated on complaints without receipt of confirmation from complainant on any complaint.

3. In so far as complaints sent by the Commission for 'necessary action' to CVOs of Ministries/Departments/Organisations, no such confirmation would be made from the complainant by the Commission. In case the CVO on scrutiny of such complaints propose to inquire into the allegations, confirmation as stated in para 2 above should be made by the CVO.

[J. Vinod Kumar]  
Officer on Special Duty

To

All Chief Vigilance Officers in the Ministries / Departments / Public Sector Undertakings / Public Sector Banks / Insurance Companies / Societies and other Local Authorities.