



Circular

Sub: Observance of Vigilance Awareness Week from 30th October to 05th November 2023 - reg.

In compliance with circular no. 08/09/23 (No. 023/VGL/035), dated 11.09.2023 of Central Vigilance Commission, New Delhi, and no. 01/216/2023-Vig./401, dated 04.10.2023 of Vigilance Department, NIFT HO. Accordingly, it has been guided to observe **Vigilance Awareness Week 2022 (VAW 20223)** during the week in which the birthday of Sardar Vallabhbhai Patel (31st October) falls. The **VAW 2023** will be observed at the NIFT Bhopal, from **30th October to 05th November 2023**. The theme of this year's VAW is:

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

The list of proposed activities for the week are:

01. **Oath:** The observance of VAW 2023 shall commence with the **Integrity Pledge** (as per Annexure A & B of circular no. 08/09/23, 023/VGL/035, dated 11.09.2023) on **30th October 2023 at 1100 hrs.** in the **Courtyard area of NIFT Bhopal centre.**

Action: Arrangements by RA Establishment. The task is to be completed on **30th October 2023** by all NIFT Bhopal employees. (Faculty/Officials/Staff/ Students).

02. **3-month Campaign:** As a predecessor to the VAW 2023, the Commission had issued instructions detailing a three-month campaign period (**16th August till 15th November 2023**) in which six different preventive vigilance measures were to be taken up by the concerned departments within the organization. Accordingly, the Accounts, Establishment, Administration, Academics, IT, and Estate departments of NIFT Bhopal were guided to follow instructions inculcating the true spirit of participative vigilance. The focal areas included the following:

- 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 outstanding as of 30.06.2023

The above-enlisted activities are desired to be continued until the end of the campaign period. The works undertaken on these parameters should be submitted (as per **Annexures D (i) to D(iv)** circular no. 08/09/23, 023/VGL/035, dated 11.09.2023) for onward submission to CVO, NIFT-HO.

Action: The task is to be completed by **22nd November 2023** by various concerned departments of NIFT Bhopal, and the information is to be submitted in the given formats as per the circular.

03. **Online Integrity Pledge:** All the employees are encouraged to participate in the e-pledge accessible at <https://pledge.cvc.nic.in/> through the CVC website, open to everyone including the families of NIFT Bhopal faculty/official/staff and affiliated organizations/vendors. Ensure submission of the pledge certificates to DVO Bhopal at vigilance.bhopal@nift.ac.in, with a copy sent to the Establishment Dept. NIFT Bhopal at establishment.bhopal@nift.ac.in.

Action: *Task to be completed by 15th November 2023 by all the NIFT Bhopal Officers/Faculty /Staff/Students. RIC to inform Alumni NIFT Bhopal.*

04. **Poster Design Competition:** The competition will be organized for the students of NIFT Bhopal to participate in it. DVO & SDAC NIFT Bhopal will organize the event. The entries will be judged by a Faculty Club coordinator, SDAC, and DVO. The competition details are to be worked out by the team and informed accordingly.

Action: *DVO and SDAC NIFT Bhopal will work out the details and organize it.*

05. **Essay writing competition:** Essay writing in the Hindi/English language will be conducted for students, officers, faculty, and staff of NIFT Bhopal. Dr Rajdeep Khanuja, Mr Ayan Tiwari, and Ms Samta (JTO), NIFT Bhopal, will be on the Jury. The essay competition will be conducted on **03rd November 2023 (Friday)** from **4:00 to 5:30 pm**.

Action: *DVO and SDAC NIFT Bhopal will work out the details and organize it*

06. **Social Media:** The NIFT Bhopal's social media team shall be responsible for documenting and sharing updates on all activities taking place during VAW 2023, for all of NIFT Bhopal's social media platforms.

Action: *The Social Media team will work out the details and act accordingly.*

07. **Press & Print Media:** Local newspapers and journalists to be informed about the events for coverage. Photographs and media clips will be uploaded on the NIFT Bhopal's website and other social media handles. The task is to be completed by **15th November 2023**.

Action: *Media Liasoning Officer/IT-Incharge/Webmaster NIFT Bhopal*

08. **Printing:**

Banners: 02 banners (6ft x 4 ft) will be printed in Hindi (01) and English (01), mentioning the duration and the theme of the VAW 2023 along with the NIFT Logo, 75th Independence, G20 Summit logo, and other necessary logos. These will be displayed at various places within the NIFT premises. Printing is to be done before **25 October 2023**.

Certificates: 50 Certificates to be printed for all the winners and participants of all competitions of the 3-month campaign and VAW 2023 events.

Action: *Purchase/Accounts Dept. NIFT Bhopal.*

09. **Action Taken Report:** The VAW 2023 action taken report has to be sent to CVO by 22nd November 2023 (as per Annexures D(i) to D(iv) and Annexure F) of the CVC circular in MSWord. The task should be completed by 24th November 2023 at the centre level.

Action: *DVO NIFT Bhopal, All concerned department Heads, Faculty, Officials, and Staff.*

Kind Attention:

1. DVO NIFT Bhopal will send an email to all the Officers/Faculty/Staff/ Students of NIFT Bhopal to encourage them to take Offline as well as E-Pledge and submit their certificate to DVO as well as a copy to the Establishment department.
2. Ms Samta (JTO) will translate the Integrity oaths from the English to the Hindi language.
3. RIC NIFT Bhopal to inform Alumni NIFT Bhopal to take E-Pledge.
4. DVO and SDAC NIFT Bhopal will work out details and make necessary arrangements for the Poster Design and Essay competitions.
5. Social Media Team NIFT Bhopal will coordinate with students for photography and short videography of various activities for social media uploading.
6. Media Liasoning Team NIFT Bhopal to coordinate with local Newspapers and Journalists.
7. DVO will coordinate with Purchase Team NIFT Bhopal regarding the various printing requirements.
8. Administration support will be requested, if and when needed.
9. Dr Rajnish Tamrakar (RA-Establishment) will be responsible for the overall management of all events during VAW 2023.

This is with approval by the Competent Authority NIFT Bhopal.



(Supriya Yadav)
Deputy Vigilance Officer

Enclosed: Circular no. 08/09/23 (No. 023/VGL/035), dated 11.09.2023 of Central Vigilance Commission, New Delhi, and no. 01/216/2023-Vig./401, dated 04.10.2023 of Vigilance Department, NIFT HO

Copy to:

1. Director Sir - for information, please.
2. Joint Director Sir - for information, please.
3. Accounts Officer - for information please.
4. CAC - for information please.
5. All CCs/HOD/SDAC/Officers/Faculty Club Coordinators/Faculties/Staff - for information & necessary action please.

सं. 01/216/2023-Vig./401
राष्ट्रीय फैशन प्रौद्योगिकी संस्थान,
सतर्कता विभाग (मुख्यालय)
नई दिल्ली- 110016

04 अक्टूबर, 2023

परिपत्र

विषय: दिनांक 30 अक्टूबर से 5 नवंबर, 2023 तक सतर्कता जागरूकता सप्ताह के संबंध में

केन्द्रीय सतर्कता आयोग ने निर्णय लिया है कि इस वर्ष 30 अक्टूबर से 5 नवंबर, 2023 तक सभी संगठनों द्वारा सतर्कता जागरूकता सप्ताह मनाया जाना चाहिए (प्रतिलिपि संलग्न)। इस वर्ष के सतर्कता जागरूकता सप्ताह का विषय " भ्रष्टाचार का विरोध करे ; राष्ट्र के प्रति समर्पित रहें : **Say no to corruption; commit to the Nation**" है। सतर्कता जागरूकता सप्ताह का आयोजन 30 अक्टूबर, 2023 को सुबह 11:00 बजे सत्यनिष्ठा की शपथ लेने के साथ शुरू होगा।

2. आयोग ने पहले तीन महीने की अभियान अवधि (16 अगस्त, 2023 से 15 नवंबर, 2023 तक) का विवरण देते हुए निर्देश जारी किया था, सभी संगठन निम्नलिखित निवारक उपायों को फोकस क्षेत्रों के रूप में रखते हुए तीन महीने का अभियान (16 अगस्त, 2023 से 15 नवंबर, 2023 तक) चला सकते हैं।

- क) लोकहित प्रकटीकरण एवं मुखबिर संरक्षण (पीआईडीपीआई) संकल्प के बारे में जागरूकता निर्माण,
- ख) क्षमता निर्माण कार्यक्रम,
- ग) प्रणालीगत सुधार उपायों की पहचान और कार्यान्वयन,
- घ) शिकायत निपटान के लिए आईटी का लाभ उठाना,
- ई) परिपत्र/दिशानिर्देश/मैनुअल का अपडेशन ,
- च) 30.06.2023 से पहले प्राप्त शिकायतों का निपटान

3. उपर्युक्त आयोग के पत्र 06/08/2023 (सं. 023/VGL/035/556448) दिनांक 2 अगस्त, 2023 की प्रति पत्र क्रमांक 01/216/2023-Vig./1395 दिनांक 16 अगस्त 2023 के माध्यम से साझा की गई थी।

4. सतर्कता जागरूकता सप्ताह के पालन के संबंध में केन्द्रीय सतर्कता आयोग के परिपत्र सं. 08/09/23 (सं. 023/VGL/035) दिनांक 11/09/2023 की एक प्रति उपरोक्त संबंध में जारी किए गए संलग्नक के साथ विभिन्न गतिविधियों के आयोजन और संचालन के संबंध में जानकारी और आवश्यक कार्रवाई के लिए संलग्न है। इस वर्ष की थीम का उद्देश्य भ्रष्टाचार के विरुद्ध जागरूकता फैलाने में जनभागीदारी भी सुनिश्चित की जाए।

5. सतर्कता जागरूकता सप्ताह के आयोजन पर एक रिपोर्ट भी निर्धारित प्रारूप अनुलग्नक डी (ii) से डी (vi) और अनुलग्नक एफ जोकि आयोग के परिपत्र दिनांक 11.09.2023 के साथ संलग्न है में भेजना है जिसमें ई-प्रतिज्ञा लेने वाले कर्मचारियों की कुल संख्या का विवरण देना है। निफ्ट के सभी कर्मचारी 30 अक्टूबर, 2023 को सुबह 11.00 केन्द्रीय सतर्कता आयोग अथवा निफ्ट की वेबसाइट (मेजर इवेंट बॉक्स में लिंक उपलब्ध है) पर जाकर ई-प्रतिज्ञा लें और इसकी हस्ताक्षरित प्रति उप सतर्कता अधिकारी को प्रस्तुत करें (निफ्ट मुख्यालय के कर्मचारी हस्ताक्षरित प्रति सतर्कता अधिकारी को अग्रेषित करेंगे) जो प्रमाण पत्र की प्राप्ति के आधार पर रिपोर्ट तैयार करेंगे। इस संबंध में कर्मचारियों और अन्य हितधारकों के परिवार को भी प्रोत्साहित किया जा सकता है।

6. यह अनुरोध किया जाता है कि उपरोक्त सप्ताह के पालन पर सीवीसी के परिपत्र दिनांक 11/09/2023 के अनुलग्नक डी (i) से डी (vi) और अनुलग्नक एफ में एक रिपोर्ट इस कार्यालय को 22 नवंबर, 2023 तक MSWord प्रारूप में ईमेल vigilance.ho@nift.ac.in पर अवश्य भेजें।

इसे सभी अधिकारियों/संकायों/कर्मचारियों के ध्यान में लाया जाए।



(दीपिका लोहिया अरुन)
मुख्य सतर्कता अधिकारी

प्रति:

- i. सभी निफ्ट परिसरों के परिसर निदेशक
- ii. निदेशक (मुख्यालय)-निफ्ट मुख्यालय
- iii. रजिस्ट्रार, निफ्ट मुख्यालय
- iv. निदेशक आईटी, निफ्ट एचओ - इस परिपत्र को निफ्ट की वेबसाइट पर अपलोड करने के अनुरोध के साथ
- v. सभी निफ्ट परिसरों के डीवीओ

संलग्नक: ऊपरोक्त अनुसार।

No. 01/216/2023-Vig./401
National Institute Of Fashion Technology,
Vigilance Department (Head Office)
New Delhi .

Date: 4th October, 2023

CIRCULAR

Subject: Observance of Vigilance Awareness Week from 30th October to 5th November, 2023- reg

In compliance with circular No. Circular No. 08/09/23 (No. 023/VGL/035) dated 11.09.2023 of Central Vigilance Commission, Vigilance Awareness Week 2023 would be observed in NIFT Head Office as well as all NIFT Campuses. The Vigilance Awareness Week has to commence with a pledge at 11.00 AM on 30th October, 2023 (copy enclosed). The theme of this year's Vigilance Awareness Week will be "भ्रष्टाचार का विरोध करे ; राष्ट्र के प्रति समर्पित रहें : **Say no to corruption; commit to the Nation**".

2. The Commission had earlier issued instruction detailing a three-month campaign period (16th August, 2023 till 15th November, 2023) in which following six different preventive vigilance measure were to be taken up as focus area by all the Ministries/Department and Organization:

- 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 30.06.2023

3. The copy of the above mentioned commission's letter 06/08/2023 (No. 023/VGL/035/556448) dated 2nd August, 2023 was shared vide letter no. 01/216/2023-Vig./1395 dated 16th August, 2023.

4. A copy of the CVC's Circular No. 08/09/23 (No. 023/VGL/035) dated 11.09.2023 regarding Observance of Vigilance Awareness Week along with its enclosure issued in the above connection is enclosed for information and necessary action regarding organizing and conducting various activities to achieve the objective of the theme this year. Public participation in spreading awareness against corruption may also be ensured.

5. A report on the observation of the Week is to be send to CVC in the attached **Annexures D (i) to D (vi) and Annexure F** of the Commission's circular dated 11.09.2023 wherein total number of employees who have undertaken e-pledge, is only to be mentioned. All employees of NIFT may visit the website of CVC or NIFT (link available under major event box) for taking e-integrity pledge on 30th October, 2023 at 11.00 am and signed copy of the pledge to be forwarded to their respective Deputy Vigilance Officer (employees of NIFT HO will forward the signed copy of pledge to the Vigilance Officer, NIFT) who will prepare the report on the basis of certificates received. The family members of staff and other stakeholders may also be encouraged to participate in this regard.

6. It is requested to send a report in **Annexures D (i) to D (vi) and Annexure F** of the CVC's Circular dated 11/09/2023 on the observance of the week as above to this office positively by **22nd November, 2023** in MSWord format, vide email at vigilance.ho@nift.ac.in .

This may be brought to the notice of all Officers/Faculties/Staff members of your concerned campus.

(Hindi version will follow)



(Deepika Lohia Aran)
Chief Vigilance Officer

Copy to:

- i. Campus Directors of all NIFT Campuses
- ii. Director (Head Office)-NIFT HO
- iii. Registrar, NIFT HO
- iv. Director IT, NIFT HO – With the request to upload this circular on the NIFT Website
- v. DVOs of all NIFT Campuses

Encl.: As above.



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/VGL/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:

- Awareness building about Public Interest Disclosure and Protection of Informers (PIDPI) Resolution,
- Capacity Building programs,

Handwritten signature

- 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.

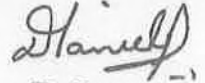
8. Outreach activities for public / citizens may include the following:

- 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

Annexure A

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

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		

Annexure E

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)

