

No. 01/107/2012-Vig./1295  
National Institute of Fashion Technology,  
Vigilance Department (Head Office),  
Hauz Khas, New Delhi-110 016  
\*\*\*\*\*

4<sup>th</sup> September, 2018

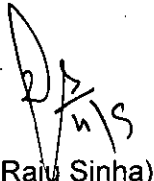
**OFFICE MEMORANDUM**

**Subject: Adherence to time limits in processing of disciplinary cases-reg.**

The undersigned is directed to forward herewith a copy of the CVC's O.M. No. 07/07/18 (000/VGL/18) dated 26/07/2018 regarding "Adherence to time limits in processing of disciplinary cases".

This may be brought to the notice of all concerned for their information and compliance.

Hindi version follows:

  
(Raju Sinha)  
Vigilance Officer

**Encl.: As above.**

**To:**

- i. Campus Directors of all NIFT Campuses
- ii. Registrar & Board Secretary, NIFT-HO
- iii. Director (IT), NIFT-HO
- iv. P.A to DG, NIFT



सं. 01/107/2012-सतर्कता /1295  
सतर्कता विभाग  
राष्ट्रीय फैशन टेक्नालॉजी संस्थान  
हौज-खास, नई दिल्ली

दिनांक: 04 सितम्बर, 2018

**कार्यालय ज्ञापन**

विषय: अनुशासनात्मक मामलों की प्रसंस्करण में समय सीमा का पालन करने से संबंधित है।

अद्योहस्ताक्षरी को केन्द्रीय सतर्कता आयोग द्वारा जारी परिपत्र सं. 07/07/18 (000/VGL/18) दिनांकित 26/07/2018, जो कि अनुशासनात्मक मामलों की प्रसंस्करण में समय सीमा का पालन करने से संबंधित है, की प्रति अग्रेषित करने का निदेश हुआ है।

कृपया इसे सभी संबंधितों को जानकारी तथा अनुपालन हेतु उनके संज्ञान में लाएं।

अंग्रेजी संस्करण संलग्न है।

2/7/18  
(राजू सिन्हा)  
सतर्कता अधिकारी

संलग्न: उपरोक्त

- सभी निफ्ट केंद्र निदेशक
- पंजीयक एवं बोर्ड सचिव, निफ्ट मुख्यालय
- निदेशक (आई. टी.), निफ्ट मुख्यालय
- महानिदेशक, निफ्ट के निजी सहायक



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..... 000/VGL/18-38

दिनांक / Dated..26.07.2018.....

Telegraphic Address :  
TARKTA: New Delhi

E-Mail Address  
cenvigil@nic.in

Website  
www.cvc.nic.in

EPABX  
24600200

फैक्स / Fax : 24651186

Handwritten signatures and dates: 23/05/2000, 10/08/2004, 18/01/2016

Circular No.07/07/18

**Subject:** Adherence to time limits in processing of disciplinary cases – reg.

- Reference:**
- (i) Commission's Letter No.000/VGL/18 dated 23.05.2000
  - (ii) Commission's Office Order No.51/08/2004 dated 10.08.2004
  - (iii) Commission's Circular No.02/01/2016 dated 18.01.2016

The Commission has been emphasizing from time to time on the need for expeditious completion of disciplinary proceedings. The model time limits for investigation of complaints and for different processes of disciplinary proceedings have been laid down in Commission's letter of even number dated 23<sup>rd</sup> May 2000.

2. The Commission would like to invite the attention of the Administrative Authorities /Disciplinary Authorities to the undue delays in finalizing vigilance cases especially the conduct of disciplinary proceedings despite having a built in time line for every activity. Further, such unexplained delays lead to Central Administrative Tribunals and the High Courts quashing the charge-sheet(s) on the sole ground that the concerned Disciplinary Authorities had issued charge-sheets to the delinquents after very long periods of commission of alleged misconduct etc. and also for unexplained delays in conducting disciplinary inquiries:

3. Timely completion and finalization of disciplinary proceedings is the prime responsibility of the Disciplinary Authority/Administrative Authorities concerned in all Departments/ Organizations. More so, such long delays in finalizing disciplinary matters are not only unjust to officials who may be finally exonerated, but helps the guilty to evade punitive action. The Commission had earlier vide its circular no.02/01/2016 dated 18/01/2016 emphasized on the various steps needed to be taken by all concerned obviating delays at different stages of the process right from investigation to finalization of disciplinary proceedings by way of regular monitoring of these cases/matters.

Handwritten: 1602/18, 30/8/18


Handwritten: A31/स.अ. 30/8/18

Handwritten: अ. अधिक.

Handwritten signature and date: 18

The Commission while reiterating the above said instructions would impress upon all concerned that the time limits prescribed by the Commission/DoPT for processing disciplinary cases at various stages may be strictly adhered to. All disciplinary authorities in each Ministry/Department/Organization need to regularly monitor the progress of individual disciplinary cases and take necessary steps as deemed appropriate to ensure that the disciplinary proceedings are completed within prescribed time-limits and are not unduly delayed.

5. All CVOs are also therefore advised to apprise the concerned officers regarding the above guidelines for compliance in monitoring progress/ handling disciplinary proceedings.

  
(M.A. Khan)

Officer on Special Duty

To

- (i) The Secretaries of all Ministries/Departments of Gol.
- (ii) All Chief Executives of CPSUs/PSBs/FIs/PSICs/Autonomous Bodies/etc.
- (iii) All CVOs of Ministries/Deptts/CPSUs/PSBs/FIs/PSICs/Autonomous Organizations.
- (iv) Website of CVC