



<p>केन्द्रीय रेशम बोर्ड (वस्त्र मंत्रालय - भारत सरकार) केरेबो कॉम्प्लेक्स, बी टी एम लेआऊट, मडिवाला, बेंगलूरु - 560 068</p> <p> RIGHT TO INFORMATION</p>		<p>CENTRAL SILK BOARD (Ministry of Textiles - Govt. of India) CSB Complex, BTM Layout Madiwala, Bengaluru - 560068 <a href="http://www.csb.gov.in">http://www.csb.gov.in</a> ई-मेल E-Mail: co.vigilance@nic.in दूर भाषा Phone No : 26282546 &amp; 26282536 फैक्स Fax : 080 26681273/26681511</p>
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No.CSB-1(8)/2000/VIG. Vol.XI

Date: 26-08-2024

### CIRCULAR

Sub: Observance of Vigilance Awareness Week 2024- Preventive Vigilance measures- 3 months campaign (16<sup>th</sup> Aug 2024 to 15<sup>th</sup> Nov 2024) as a precursor to VAW 2024-reg  
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A copy of the Circular of Central Vigilance Commission, New Delhi No. 024/VGL/081/36147 dated 01-08-24 received through the Under Secretary, Ministry of Textiles, New Delhi vide Circular No.M-6(1)/2024-Vig dated 22-08-2024 is enclosed, which is self explanatory for compliance.

A Compliance Report regarding the works undertaken on each parameters at the Institutes and subordinate offices during the period may kindly be furnished to Central Office along with photographs on or before 25-11-2024, so as to submit a Consolidated Report to the Central Vigilance Commission/ Ministry before 30-11-2024.

This issues with the approval of the Competent Authority.



Encl: As above



(डॉ. एस्. मन्थिरा मूर्ति Dr. S. Manthira Moorthy)  
निदेशक (तक) / अंशकालिक मुख्य सतर्कता अधिकारी  
Director (Tech) / Part-time CVO

To,

- 1) The Directors of all the Institutes of CSB.
- 2) The Officer In charge of all the Regional Offices of CSB
- 3) The Officer In charge of all SMOI

<p>केन्द्रीय रेशम बोर्ड (वस्त्र मंत्रालय - भारत सरकार) केरेबो कॉम्प्लेक्स, बी टी एम लेआउट, मडिवाला, बेंगलूरु - 560 068</p> <p></p>		<p>सेंट्रल सिल्क बोर्ड (वस्त्र मंत्रालय - भारत सरकार) सीएसबी कॉम्प्लेक्स, बीटीएम लेआउट मादी वला, बेंगलुरु - 560068 <a href="http://www.csb.gov.in">http://www.csb.gov.in</a> ई-मेल ई-मेल: co.vigilance@nic.in दूरभाष फोन नंबर: 26282546 और 26282536 फैक्स फैक्स: 080 26681273/26681511</p>
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सं.सीएसबी-1(8) /2000/वीआईजी. खंड.XI

दिनांक: 26-08-2024

### परिपत्र

विषय: सतर्कता जागरूकता सप्ताह 2024 का पालन- सतर्कता निवारक उपाय  
- सतर्कता जागरूकता सप्ताह 2024 के पूर्ववर्ती के रूप में 3 महीने का  
अभियान (16-08-2024 से 15-11-2024 तक) के संबंध में ।

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इसक के साथ संलग्न केंद्रीय सतर्कता आयोग, नई दिल्ली के दिनांक 01-08-24 के परिपत्र क्रमांक 024/वीजीएल/081/36147 की एक प्रति अवर सचिव, वस्त्र मंत्रालय, नई दिल्ली के दिनांक 22-08-2024 के परिपत्र क्रमांक एम-6(1)/2024-विज के माध्यम से प्राप्त हुई है, जो अनुपालन के लिए स्वतः स्पष्ट है।

परिपत्र में निर्दिष्ट अवधि के दौरान संस्थानों और अधीनस्थ कार्यालयों में प्रत्येक पैरामीटर पर किए गए कार्यों के संबंध में अनुपालन रिपोर्ट कृपया 25-11-2024 को या उससे पहले केंद्रीय कार्यालय को प्रस्तुत की जाए, ताकि 30-11-2024 से पहले केंद्रीय सतर्कता आयोग/मंत्रालय को एक समेकित रिपोर्ट प्रस्तुत की जा सके।

यह सक्षम प्राधिकारी के अनुमोदन से जारी किया जाता है।

संलग्न: उपरोक्तानुसार

ह/-  
(डॉ. एस्. मन्थिरा मूर्ति Dr. S. Manthira Moorthy)  
निदेशक (तक) / अंशकालिक मुख्य सतर्कता अधिकारी  
Director (Tech) / Part-time CVO

सेवा में,

- 1) केन्द्रीय रेशम बोर्ड के सभी संस्थानों के निदेशक को सूचना एवं आवश्यक कार्यवाई हेतु ।
- 2) केन्द्रीय रेशम बोर्ड के सभी क्षेत्रीय कार्यालयों के प्रभारी अधिकारी को सूचना एवं आवश्यक कार्यवाई हेतु ।
- 3) केन्द्रीय रेशम बोर्ड सभी एसएमओआई का प्रभारी अधिकारी को सूचना एवं आवश्यक कार्यवाई हेतु ।

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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,  
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सं./No.....024/VGL/081/36147

दिनांक / Dated.....01.08.2024.....

Circular No. 08/08/24

Sub: Observance of Vigilance Awareness Week, 2024

The Central Vigilance Commission adopts several strategies for effective implementation of its mandate to fight corruption. Observance of 'Vigilance Awareness Week' remains one of the primary tools of preventive vigilance with the focus on building awareness and re-affirming the commitment of everyone to uphold integrity in public governance. The Central Vigilance Commission observes Vigilance Awareness Week every year in the week in which the birthday of Sardar Vallabhbhai Patel falls. This year, the Commission has decided that Vigilance Awareness Week 2024 would be observed from 28th October 2024 to 3rd November 2024 on the following theme:

“सत्यनिष्ठा की संस्कृति से राष्ट्र की समृद्धि”

“Culture of Integrity for Nation's Prosperity”

2. As a prelude to Vigilance Awareness Week 2024, the Commission has desired that all organizations may undertake a **three-month campaign from 16th August 2024 (Friday) to 15th November 2024 (Friday)** on Preventive Vigilance with focus on following areas:

- a. Capacity Building programs
- b. Identification and implementation of Systemic Improvement measures
- c. Up-dation of Circulars / Guidelines / Manuals
- d. Disposal of complaints received before 30.06.24
- e. Dynamic Digital Presence

*Handwritten signature*

3. All Ministries / Departments / Organizations may ensure active participation by all concerned to bring about noteworthy results during the Campaign. Action taken report regarding the five Preventive Vigilance measures that are to be taken up as focus areas during this three-month campaign period should be sent by all CVOs to the Central Vigilance Commission as per the format enclosed at **Annexure 'A'** by **30<sup>th</sup> November 2024**.

4. This information is also available on the Commission's website at <https://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.

ANNEXURE A

**Description of Preventive Vigilance activities to be undertaken during the campaign period (16th August to 15th November 2024) as a precursor to Vigilance Awareness Week 2024**

**1. CAPACITY BUILDING PROGRAMS**

**(a) Initiative**

A robust training system for employees is important for any organization to succeed in its objective and functioning. The Commission intends to focus on capacity building of employees who have been newly recruited in the last few years on key aspects of Preventive Vigilance. All Ministries / Departments / Organizations may conduct structured training programme for fresh inductees. Refresher training programme may also be conducted for those who have completed ten or more years of service. A list of topics to be included under these training is as below:

- i) Ethics and governance
- ii) Conduct Rules
- iii) Systems and Procedures of the organization
- iv) Cyber hygiene and Security
- v) Procurement

**(b) Reporting format**

**Name of the Organization:**

No. of officials who have received training during the campaign period on the above topics may be provided in the following format:

<b>CAPACITY BUILDING PROGRAMS</b>			
<b>Period</b>	<b>Training name</b>	<b>No. of Employees Trained</b>	<b>Brief Description</b>
	Fresh Inductees/ Refresher Course		

**NAME OF THE CVO**

**SIGNATURE & SEAL OF CVO**

**2. IDENTIFICATION AND IMPLEMENTATION OF SYSTEMIC IMPROVEMENT MEASURES**

**(a) Initiative**

Preventive Vigilance initiatives are key in taking a proactive approach against the menace of corruption. Towards this goal, the following action plan may be taken up:

- i. All Ministries / Departments may analyze the vigilance cases of the last 05 years to identify the common areas where corruption occurs and initiate / implement systemic improvements to tackle the same,
- ii. The Commission has already advised systemic improvement measures in various cases. The organizations may carry out a special drive to implement these measures.

**(b) Reporting format**

**Name of the Organization:**

i) Number of vigilance cases of the past 05 years taken up for analysis. Key areas vulnerable to corruption detected based on analysis and Systemic improvements identified and implemented /under implementation. Brief details may be given.

ii) Brief details of Systemic Improvements suggested by the Commission (pending as on 16th August 2024) and implemented during the campaign period in the following format:

Period	System Improvements implemented during the campaign period	System Improvements suggested during last 5 years but pending for implementation
16 <sup>th</sup> August to 15 <sup>th</sup> November, 2024		

**NAME OF THE CVO**

**SIGNATURE & SEAL OF CVO**

**3. UPDATION OF CIRCULARS / GUIDELINES / MANUALS:**

**(a) Initiative**

In continuation to earlier instructions, all organizations should work towards identifying circulars / guidelines / manuals which are required to be updated and take necessary steps to ensure up-dation of the same and posting of same on respective websites.

**(b) Reporting format**

**Name of the Organization:**

- i. Whether guidelines / circulars and manual were updated during the campaign period?
- ii. Brief details may be given.

**NAME OF THE CVO**

**SIGNATURE & SEAL OF CVO**

#### **4. DISPOSAL OF COMPLAINTS RECEIVED BEFORE 30.06.24**

**(a) Initiative**

It is necessary to ensure that complaints are not kept pending and that they reach the logical conclusion within the prescribed time. All organizations may ensure that all complaints received on or before 30.06.24 may be disposed of.

**(b) Reporting format**

**Name of the Organization:**

<b>SL. No.</b>	<b>Particulars</b>	<b>Number</b>	<b>Remarks, if any</b>
1.	Complaints received on or before 30.06.24 pending as on 16.08.2024		
2.	Complaints received on or before 30.06.24 disposed during campaign period		
3.	Complaints received on or before 30.06.24 pending as on 15.11. 2024		

**NAME OF THE CVO**

**SIGNATURE & SEAL OF CVO**



## **5. DYNAMIC DIGITAL PRESENCE**

### **(a) Initiative**

Citizens / stakeholders visit the website seeking details / information and therefore all organizations should be prompt in regular up-dation of their website for greater transparency and better service delivery. The organizations should follow extant Government guidelines on development and maintenance of websites (like GIGW 3.0 / RBI's Master Circular on Customer Service in Banks / Security audit). In this regard, the following action plan is to be taken up during the campaign period:

- i) During the campaign period, all organizations must make efforts to ensure that their websites are updated and contain all proper and relevant information.
- ii) During the campaign period, all organizations to identify such areas / activities which can be brought on their existing website and necessary action taken for the same.
- iii) A proper system to be developed by assigning responsibilities to all designated administrators for regularly visiting the website and providing inputs to the webmaster with due approval for modification / deletion / up-dation.
- iv) A system of submission of periodic compliance certificate with respect to website up-dation to specified authority / NIC may be introduced by the department,

### **b) Reporting format**

#### **Name of the Organization:**

Regular maintenance and up-dation of website -Whether being done or not?

System introduced for up-dation and review of website.

Whether additional areas / activities / services brought online and if yes, details thereof.

**NAME OF THE CVO**

**SIGNATURE & SEAL OF CVO**