सत्यमेव जयते

केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION

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CENTRAL VIGILANCE COMMISSION
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi 110023

File No. DIR(NK)/TRG/001/2017

Dated: 06.09.2017

Subject: Nominations for the Vigilance Excellence Award- reg

This is with reference to the Commission's Circular dated 09.08.2017 seeking nomination from CVOs/other vigilance functionaries and the management for the Vigilance Excellence Award, the last date for which was **30th Aug 2017**.

The Commission has decided to further extend the last date for submission of nominations for the Vigilance Excellence Awards to **20th Sep. 2017**, owing to various inquiries being made by some organizations. Other details provided for in the earlier circular dated 09.08.2017 remain unchanged.

Yours faithfully,

Nitin Kumar
Director

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The Commission has always thought about the ways to encourage and motivate the Chief Vigilance Officers and organizations involved in various practices of vigilance in order to curb corruption. One of the step taken by the Commission to encourage them is to institute Vigilance Excellence Award for CVOs/other vigilance functionaries and organisations.

In this regard, nominations are invited from the CVOs/other vigilance functionaries and the Management as detailed in the Scheme guidelines for the Vigilance Excellence Award to Sh. Nitin Kumar (Director), Satarkta Bhawan, Room no. 406, A-Block, G.P.O Complex, INA, New Delhi-110 023 [email id: nitin.72@gov.in and contact no. 011-24651229] by 30th August, 2017. Detailed Scheme of Vigilance Excellence Award is appended below.

Yours faithfully,

Nitin Kumar
Director

VIGILANCE EXCELLENCE AWARD

1. Introduction

The Central Vigilance Commission as the apex integrity institution in the country has been tasked with exercising superintendence over the vigilance administration and implementing Government policies against corruption. Over the years the Commission has not only acquired a great deal of experience and expertise in overseeing the vigilance administration of various organizations, it has also played a seminal role in combating corruption through its various initiatives. It has endeavoured to ensure transparency, fair play and objectivity in public administration through various measures including punitive, preventive and participative vigilance. Accordingly the Commission has been encouraging organizations to develop a sound punitive and preventive vigilance framework which would enable them to fight corruption by using superior investigative techniques and also assess the risk of corruption, take steps to correct policies, procedures and systems and to strengthen their internal controls to eliminate the scope for corruption. Outreach activities are also being undertaken to create awareness on issues related to ethics and corruption. To give recognition to the reforms and good work done by organization in the field of punitive, preventive and participative vigilance the Vigilance Excellence Awards are instituted from the year 2017 onwards.

2. Purpose of the awards

Apart from providing encouragement and motivation of the Chief Vigilance Officers (CVOs) and organizations, the awards will be instituted for the purpose of:

(a) Bringing out new ideas that are shown to be effective in advancing the cause of vigilance and anti-corruption measures;

(b) Giving due recognition to individuals and teams for their resourcefulness and perseverance in making a positive contribution to the organizational efficiency & effectiveness turning concepts into reality;

(c) Documenting the innovation process from inception to achievement of results to facilitate replication;

(d) Sharing knowledge and experience, so that the same can be propagated in other organizations.

3. Nature of Vigilance Excellence Awards

(a) The award will be of three categories:

(i) Award for the CVOs/Vigilance functionaries of CPSEs, PSBs & PSICs in recognition of exceptional work done in the field of punitive, preventive & participative Vigilance.

(ii) Award for CVOs/Vigilance functionaries of Ministries/ Departments/Others in recognition of exceptional work done in the field of punitive, preventive & participative Vigilance.

(iii) Award for management in recognition of exceptional work done for creating overall environment of transparency and integrity.

(b) There will be maximum of 3 awards under each sub-category (mentioned below). The awards would be in the form of a memento and a citation. The names of the winners of the awards would be prominently displayed on the Commission's website. The awards would be distributed during the 'Vigilance Awareness Week' which is observed by the Commission every year. Accordingly, the awards will be given during Vigilance Awareness Week, 2017 when the work of the CVOs/management from 01.01.2016 to 31.12.2016 will be considered and assessed. The award winning CVOs/Vigilance functionaries /CMDs will also make a presentation in the Commission, in the presence of other CVOs/Vigilance functionaries /CMDs.

4. Sub-Category of the Awards

(a) The award for the CVOs/Vigilance functionaries for the first two categories mentioned in para 3 above will be in the following sub-categories:

(i) **Vigilance Innovation Award:** For systemic improvement, preventive vigilance measures, formulating Standard Operating Procedures,

streamlining processes and procedures, automation & leveraging technology etc.

(ii) **Excellence in Investigation Award:** For excellent investigation reports submitted by CVO including source or information, methodology during investigation including tools or investigation, analysis, timely completion of investigation reports (by Vigilance and by CBI as the case may be) and final outcome of investigation.

(iii) **Vigilance Awareness Initiative:** For dissemination of vigilance awareness to the various stakeholders and public and the results achieved thereon would be considered.

(iv) **Timely Completion of Disciplinary Proceedings:** For timely completion of disciplinary proceedings as per prescribed timelines/reduction in time taken.

(b) The award for the Management will be in the following sub-categories:

(i) **Best Institutional Practice to Fight Corruption:** For organizations which have developed and adopted the processes and value system within their function in a way that the scope for corruption is reduced significantly.

(ii) **Vigilance Awareness Initiative:** The activities conducted by the organization for dissemination of vigilance awareness to the various stakeholders and public and the results achieved thereon would be considered.

(iii) **IT Initiative for Transparency in the Organization:** Best IT initiative to ensure that discretion and opaqueness in the work processes is minimized across the organization will be recognized

5. Selection Process

(a) For CVOs and other vigilance functionaries, the following procedure will be adopted:

(i) The CVO/Vigilance functionaries will need to send his/her nominations either himself/herself or through his/her CMD/HOD.

(ii) The nomination should consist of professional details, the category of the award of which the nomination is to be considered and justification for nomination (with in 1000 words) alongwith documents (as annexure) to sustain his/her claim.

(iii) Branch Officers concerned of any Branch may also nominate a person with the approval of Additional Secretary concerned if he/she has noticed any such work worth of an award.

(b) For the nomination in the management category following procedure will be adopted:

(i) The entry for nomination must be forwarded through the CMD or the Secretary concerned indicating the detail of the award for which nomination is to be considered.

(ii) The nomination should consist of a brief case study incorporating the fine points of the initiatives taken by the organization and the tangible results of such initiatives in fighting the corruption (with in 1000 words).

(c) Selection of the awardees will be made as follows:

(i) Initial scrutiny of the nominations will be done by a Committee headed by the Additional Secretary and 2 directors of the Commission. The Committee will shortlist maximum of 3 nominations under each category.

(ii) The nominations shortlist in the preliminary round will be asked to make a presentation to a senior Committee headed by Secretary and 2

Additional Secretaries. The senior Committee will make the final selection for the award.

(iii) Both the Committees will be assisted by Director (Training) who will receive/submit all such nominations to the Committee.

6. Evaluation Criteria

(a) Award for CVOs/ Vigilance functionaries: Scrutiny will be based upon the following criteria:

(i) For the category 4(a)(i) – (iii)

- Conceptual clarity of the initiative taken by the CVO: Max 20 points
- Process design for implementation of the initiative: Max 20 points
- Impact of Implementation – Max 10 point

(ii) For the category 4(a)(iv)

- Percentage of cases of disciplinary proceeding which are completed on time from the point of view of prescribed timelines/reduction of time taken

(b) Award for Management: Scrutiny will be based upon the following criteria:

- Conceptual clarity of the initiative taken by the Organization : Max 20 points
- Process design for implementation of the initiative: Max 20 points
- Impact of Implementation: Max 10 point

7. Impact of the Award

The award will have the following impact:

(i) It will motivate officials engaged in full time vigilance work to promote new ideas and show that innovation can succeed and vigilance work is a necessary management function.

(ii) Benchmarking the best practices followed in various organizations.

(iii) Successful ideas, innovations can be developed as case studies, so as to replicate for a wider usage.

(iv) Create greater interaction between vigilance officials and other public servants to make vigilance an acceptable management function.