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केन्द्रीय सतर्कता आयोग  
CENTRAL VIGILANCE COMMISSION

सतर्कता भवन, जी.पी.ओ. कॉम्प्लैक्स,  
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023  
Satarkta Bhawan, G.P.O. Complex,  
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सं./No..... 018/BPV/001/387441

दिनांक / Dated..... 18<sup>th</sup> July 2018

**OFFICE MEMORANDUM**

**Subject: – Booklet on Preventive Vigilance and outreach activities for VAW 2018.**

The Central Vigilance Commission has been focusing on preventive vigilance measures to tackle areas susceptible to corruption. The Commission's emphasis on preventive vigilance has led to various successful initiatives by many Ministries/CPSEs. With the stated aim of providing a platform for sharing and disseminating such initiatives being undertaken by the organizations, the Commission has published a compilation of initiatives in preventive vigilance, during VAW 2016 and 2017. It has been decided that a booklet highlighting preventive vigilance initiatives and outreach activities by the CVOs/organizations, will be published during VAW 2018.

2. You are requested to identify such initiatives undertaken by your department/organization as have the potential to reduce corruption in the organization. A write-up (**not exceeding 750 words**) may be prepared on each of the identified initiatives covering the following aspects:-

**A. Brief Description of the Measure/Initiative**

- What exactly is this adopted measure/technology/process?
- When was it undertaken and completed?
- Scale of Operation - Is it under trial, introduced on pilot basis or introduced on large scale.

**B. Background**

- The existing system which was replaced by this initiative.
- Problems/Vigilance Risk that was addressed.

....contd.

**C. Implementation**

- Required/Used Resources (Technology, Human Resource/ Training, Time etc.).
- Whether sourced from abroad or sourced locally; customized or Off the Shelf; procured or developed in-house.

**D. Impact and Benefits**

- Impact on other functions (like manpower, reduction in operation costs, revenues, customer interaction, any other function).
- How and to what extent the prevailing Business Processes have been reengineered as a result of this technology/ process/ measure.
- How the vigilance risk has been reduced.
- Estimated benefits envisaged in long run for the organization.

**E. Potential for Replicability**

- Suggestions about other areas/functions/organizations, where this technology/process/measure may be utilized.

3. The duly completed format may be forwarded to the undersigned latest by **14.08.2018**. The soft copy of the same may be sent on email id: [suresh.sinha@nic.in](mailto:suresh.sinha@nic.in) and [satyapratapsingh.dad@hub.nic.in](mailto:satyapratapsingh.dad@hub.nic.in). You are requested to include those measures/ initiatives taken or completed in recent past, i.e. in 2016-17 or 2017-18.



**(S. C. Sinha)**

Director

Tel. No. 011-24651341

To

All CVOs