



Phone : 23710519
Fax : (91-11) 23730937, 23730682
E-mail : cvo@csir.res.in

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्

अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली - 110001

COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH

Anusandhan Bhawan, 2, Rafi Marg, New Delhi - 110001

संख्या

No. 15-6 (82)/98-O&M-III
प्रेषक

19 March, 2019

From

मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

To

Directors/Heads of all CSIR National Laboratories/Institutes/Units

Sir,

It is seen that in certain Vigilance cases, investigations are taking long time and not completed before the superannuation of the Officers involved and bringing it to the notice of CVO, CSIR only at the time of seeking Vigilance Clearance for their retirement. Moreover, there is no mechanism in place to monitor and expedite the investigations relating to the officers nearing their superannuation. It is, therefore, necessary to keep watch on such cases so that they reach logical conclusion well before superannuation. Now, CVC has also directed to maintain the list of officers against whom investigations are pending and are going to retire within a one year's time.

In view of the above, it is decided that henceforth biodata of officers be obtained as soon as his/her name surfaces during the investigation. Also, the investigation against officers who are due to retire on their attaining the age of superannuation should be expedited and completed at the earliest.

Accordingly the CSIR Lab./Instit./Units shall maintain following list as per the enclosed proforma :

- (i) List of officer against whom complaints/vigilance investigation are pending.
- (ii) List of officers who are retiring within one year.

Sr. Controller of Administration /Controller of Administration/ Administrative Officer of all CSIR National laboratory/ Institute shall personally be responsible for monitoring & ensuring completion of the investigations on time. Any deviation in this regard shall be viewed seriously.

Within 15 days, details as per the enclosed proforma be sent to Vigilance Division. Thereafter every month within first fortnight the information be sent to Vigilance Division/Admn CSIR.

You are, therefore, requested to kindly bring it to the notice of all concerned officers for information & strict compliance.
Hindi version will follow.


(Lt. Col. RANA VIKRAM SINGH)
CHIEF VIGILANCE OFFICER

No. 15-6 (82)/98-O&M-III

Encl: as above

Copy to:

- i) Sr.COAs/COAs/AOs of all National Laboratories/Institutes/Units of CSIR
- ii) Sr. DS/DS/USof CSIR HQ, CSIR HRDG, CSIR- IP Directorate
- iii) US to DG, CSIR
- iv) PS to JS (A)
- ☒ v) Head IT Division – with the request to host this letter in CSIR Website
- vi) Office Copy

Proforma 'A'

Name of the CSIR Laboratory/Institute/Unit For the Month

List of officer against whom complaints/vigilance investigation are pending as on beginning of every month.

Sr. No.	Name	Designation	D.o.B.	Date of retirement (D.o.R)	Date of event	Gist of allegation	Disciplinary Authority	Current status	Remarks

Signature of Sr.COA/COA/AO

Name of the Officer

Dated_____

Proforma 'B'

Name of the CSIR Laboratory/Institute/Unit For the Month

List of officers who are retiring within one year:

Sr. No.	Name	Designation	D.o.B.	Date of retirement (D.o.R)	Date of event	Gist of allegation	Disciplinary Authority	Current status	Remarks

Signature of Sr.COA/COA/AO

Name of the Officer

Dated_____