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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

15-6(91)/2003-O&M-II (Vig.)

दिनांक: ३० मार्च, 2026

No.

प्रेषक

From

मुख्य सतर्कता अधिकारी  
Chief Vigilance Officer

To

सीएसआईआर के सभी राष्ट्रीय प्रयोगशालाओं/ संस्थानों के निदेशक।  
The Directors/Heads of all National Labs. /Instts. of CSIR

**Sub: Revision in format of Online Quarterly/Annual Performance Reports -reg.**

विषय: ऑनलाइन त्रैमासिक/वार्षिक प्रदर्शन रिपोर्ट के प्रारूप में संशोधन के संबंध में।

महोदया /महोदय,

उपरोक्त विषय पर केन्द्रीय सतर्कता आयोग, भारत सरकार द्वारा प्रेषित परिपत्र सं. 03/03/2026 (संख्या 025/MS/010) दिनांक 25.03.2026 की एक प्रति सूचना आवश्यक कार्यवाही एवं सख्त अनुपालन हेतु अग्रेषित कर रहा हूँ। कृपया सभी सम्बंधित अधिकारियों कर्मचारियों के संज्ञान में लाया जाए।

I am to forward herewith a copy of Circular No. 03/03/2026 (No. 025/MS/010) dated 25.03.2026 of the Central Vigilance Commission Govt. of India, on the subject cited above for information, necessary action and strict compliance. Please bring it to the notice of all concerned.

आपसे अनुरोध है कि वर्ष 2026 की प्रथम तिमाही से संशोधित संलग्न प्रपत्र में त्रैमासिक रिपोर्ट प्रस्तुत करें। कृपया सुनिश्चित करें कि प्रत्येक तिमाही की समाप्ति के पश्चात अगले माह की 5 तारीख तक पूर्ण रिपोर्ट अधोहस्ताक्षरी को प्राप्त हो जाए, ताकि समेकित रिपोर्ट समय पर केन्द्रीय सतर्कता आयोग को प्रेषित की जा सके।

You are requested to submit the quarterly report in the enclosed revised proforma for the 1<sup>st</sup> quarter, 2026 onwards. Kindly ensure that the complete report must reach the undersigned by the 5th day of the succeeding month after each quarter to enable us to submit the consolidated report to CVC in time.

भवदीय,

(योगेन्द्र प्रताप सिंह)  
मुख्य सतर्कता अधिकारी

संलग्नक: यथोपरि  
प्रतिलिपि :

1. महानिदेशक, सीएसआईआर का कार्यालय
2. संयुक्त सचिव (प्रशा.), सीएसआईआर का कार्यालय
3. विल्लीय सलाहकार, सीएसआईआर का कार्यालय
4. विधि सलाहकार, सीएसआईआर का कार्यालय
5. सभी राष्ट्रीय प्रयोगशालाओं संस्थानों के वरि. प्रशा. नियंत्रक /प्रशा. नियंत्रक/ प्रशा. अधिकारी
6. सीएसआईआर मुख्यालय /कॉम्प्लेक्स के वरि. उप सचिव /उप सचिव /अवर सचिव
7. वरिष्ठ क्रय एवं भण्डार अधिकारी
8. प्रमुख आईटी विभाग : इस पत्र को सीएसआईआर वेबसाइट पर उपलब्ध करने हेतु।
9. सतर्कता अनुभाग में कार्यरत सभी अनुभाग अधिकारी
10. कार्यालय प्रति



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-10023

सं./No..... 025/MSC/010.....

दिनांक / Dated..25/03/2026.....

Circular No. 03/03/2026

**Subject: Revision in format of Online Quarterly/Annual Performance Reports by CVOs-regarding**

**Ref:- Commission's Circular No. 01/01/2019 dated 25.01.2019**

Existing online Quarterly/Annual Performance Reports (QPR) by CVOs was introduced vide CVC's Circular referred above.

2. In order to align with the extant guidelines and remove redundancies in view of the changes that have taken place in the last few years, the online format of the existing QPR has been revisited.

3. In partial modification of the existing format, some quantitative and qualitative parameters of existing format have been partially modified in the revised Quarterly/Annual Performance Report format to sync it with the monitoring priorities of the Commission. A uniform and more convenient format for providing reports on various Preventive Vigilance activities and systemic improvements has been included in the revised format.

4. A **reporting mechanism for Designated Authorities** (Chief Vigilance Officers of the Ministries/Departments of the Government of India) under PIDPI Resolution has been included in the revised format as these authorities are required to send quarterly report in prescribed format to the Commission as Designated Agency.

5. Further, as Lokpal references also form part of general workload of CVOs and have to be handled in timebound manner, a format for reporting of Lokpal References has also been included in revised QPR in **Part B**.

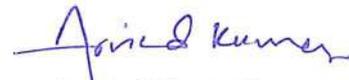
6. The online module of the revised Quarterly/Annual Performance Report will be available on Commission's website [www.cvc.gov.in](http://www.cvc.gov.in) under CVO's corner and may be accessed by the CVOs using their Usernames/Passwords being used by them in the QPR portal from **01.04.2026**.

*Arvind Kumar*

7. The Quarterly Performance Reports in the revised format are required to be submitted online by the CVOs from the **1<sup>st</sup> quarter of 2026**. The Quarterly Reports are now required to be submitted online by the **15<sup>th</sup> day** of the succeeding Month after close of each quarter i.e. for quarters ending March, June, September and December by 15<sup>th</sup> April, 15<sup>th</sup> July, 15<sup>th</sup> October and 15<sup>th</sup> January respectively. All the CVOs will submit the online Annual Report by 15<sup>th</sup> of January every year. The QPR being submitted to the CTEO will, however, continue to be submitted as before.

8. The online Quarterly/Annual Performance Report module contains the inbuilt help menu/hints for filling up the entries and explanatory notes have been added for more clarifications, wherever required in the revised format. However, FAQs will be issued separately on the basis of the feedback received from the CVOs, if any.

9. All CVOs are advised to log into the online Quarterly/Annual Performance Report module using their existing QPR login ID and Password and complete the data entry for the quarter ending March 2026 (January to March 2026). In case of any difficulty, the CVOs may contact Shri Sudhir Kumar Sharma, Section Officer (IT Cell), CVC at Telephone No. 011- 24600312, Mobile No. 9891929065 or at email [sudhir.sharma72@nic.in](mailto:sudhir.sharma72@nic.in) and Shri Ashutosh Pratihast, Section Officer (Coord- I), CVC at telephone no 011-24600229 or email [coord1-cvc@nic.in](mailto:coord1-cvc@nic.in).



(Arvind Kumar)

Officer on Special Duty

To,

All Chief Vigilance Officers of Ministries/ Departments/CPSEs/Banks/Insurance Companies/Autonomous Organisations, etc



# 1. Complaints

## 1.1 Non PIDPI Complaints

Source	Opening Balance	Received During the Quarter	Total 4=(2+3)	Disposal During The Quarter	Balance Pending 6=(4-5)	Age Wise Pendency (Months) 6=(7+8)		
						Within Timeline **	Beyond Timeline **	Beyond Timeline and more than 3 months (9 ≤ 8)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
CVC# Necessary Action (N.A.)	1	0	1	0	1	0	1	0
	Investigation & Report (I&R)	0	5	5	2	3	0	0
Non-CVC\$	0	0	0	0	0	0	0	0
<b>TOTAL</b>	1	5	6	2	4	3	1	0

# Includes Complaints received for necessary action and Investigation & Reports from CVC (PIDPI complaints to be excluded which are to be provided in para 1.3 below)  
 \$ PI note : Col 3 Should also include anonymous complaints received by CVOs and Other complaints detected through audit, inspection, scrutiny of contracts etc. taken up for detailed investigation by CVO  
 \*\* Timeline prescribed for disposal of complaints sent for NA and Non-CVC complaints is 02 months  
 \*\* Timeline prescribed for disposal of complaints sent for I&R is 03 months.

1.1.(A) Whether Vigilance Complaint Register (Form CVO-1) is being maintained in the prescribed format (refer para 3.5.1 of the Vigilance Manual 2021)  Yes  No

## 1.2 Break-up of disposal of Non-CVC Complaints and complaints sent by CVC for Necessary action (excluding complaints sent for Investigation & Report which have been taken in Para 2.1)

(a) Anonymous complaints being filed as per extant Rules	0
(b) Sent to CBI or any other authority/ police authority for Investigation / appropriate action	0

<b>(c) Taken up for detailed investigation by CVO</b>	0
<b>(d) Signed (non-anonymous) complaints not confirmed by sender- Filed as Pseudonymous</b>	0
<b>(e) Signed (non-anonymous) complaints filed being non-specific / vague / general allegations</b>	0
<b>(f) Passed on to administrative authorities for appropriate action having no vigilance angle / allegation of corruption</b>	0
<b>Total</b>	0

**1.3 PIDPI Complaints sent by CVC**

Sent by CVC	Opening Balance	Received During the Quarter	Total 4= (2+3)	Reports submitted to CVC during the quarter	Balance Pending 6=(4-5)	Age wise Pendency 6=(7+8)	
						Within Timeline *	Beyond Timeline *
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
<b>I&amp;R</b>	0	2	2	2	0	0	0
<b>Factual Report</b>	0	0	0	0	0	0	0
<b>TOTAL</b>	0	2	2	2	0	0	0

**\* Timeline prescribed for submitting report in I&R case is 03 months**  
**\* Timeline prescribed for submitting report in FR case is 01 month**  
**This should also include such legacy PIDPI complaints which were sent for Necessary action.**

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## 2. Vigilance Investigation

### 2.1 Complaints, Audit reports, Inspection reports of works / procurements etc. Taken up for investigation (nos)

Agency	Opening Balance	Taken up for investigation during the quarter	Total 4= (2+3)	Reports received from Investigating Officer	Balance Pending 6=(4-5)	Age wise Pendency (Months) of Investigations 6 = (7+8)	
						Within Timeline #	Beyond Timeline #
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
CVC *	0	7	7	4	3	3	0
CVO **	0	0	0	0	0	0	0
<b>TOTAL</b>	0	7	7	4	3	3	0

\* Complaints sent by CVC for Investigation & Report including PIDPI complaints  
 \*\* Other complaints (including sent by CVC for NA), detected through audit, inspection, scrutiny of contracts etc. taken up for detailed investigation by CVO  
 # Timeline prescribed for completion of investigation is three months as prescribed in Comprehensive Guidelines on Complaint Handling and DoPT Guidelines.

### 2.2 Vigilance investigation pending where officers are due for retirement in next one year

2.2 (A) Whether cases where officers due for retirement in next one year have been identified and are being monitored?

Yes  No

### 2.2 (B) Anticipated time for completion of the above cases

Add Text

Serial No.	Anticipated Time Details	Action
1	<u>tets</u>	Delete

**2.3 Action on Investigation Reports**

**2.3 (A) Under CVC jurisdiction \***

Agency	Investigation report B/F from last Quarter	Received During the Quarter	Total 4= (2+3)	Disposed during the Quarter **	Balance Pending investigation Reports 6=(4-5)	Age wise Pendency (Months) of Investigation Reports(awaiting action) 6=(7+8)	
						Within Timeline #	Beyond Timeline #
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
CBI	0	0	0	0	0	0	0
CVO	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0

\* Includes all cases where CVC advice has been sought including composite cases

\*\* Disposal Criteria - Final decision taken by DA after CVC advice and when chargesheet for major/minor RDA issued/final decision taken for administrative action or closure of case in respect of all officers/ officials involved

# Timeline prescribed for issuance of chargesheet is one month from the date of receipt of Commission's advice (Refer to Para 7.47.2 of Vigilance Manual 2021).

**2.3 (B) Break up of Disposal : No Of Officers**

(a) C/Sheet for RDA for Major Penalty issued	0
(b) C/Sheet for RDA for Minor Penalty issued	0
(c) Final decision taken for Administrative Action	0
(d) Final decision taken for Closure of case	0

**2.3 (C) Under CVO jurisdiction (Non CVC cases)**

Agency	Investigation report B/F from last Quarter	Received During the Quarter	Total 4= (2+3)	Sent to DAs concerned for Action(ie RDA/AA)	Disposed during the Quarter * (After	Balance Pending Investigations 7=(4-6)	Age wise Pendency (Months) of Investigation Reports(awaiting
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					decision of DA)		action) 7=(8+9)	
							Within Timeline #	Beyond Timeline #
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>CBI</b>	0	0	0	0	0	0	0	0
<b>CVO</b>	0	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0	0

**\* Disposal Criteria - Final decision taken by DA and when charge-sheet for major/minor RDA issued/final decision taken for administrative action or closure of case.**  
**# Timeline prescribed for issuance of chargesheet is two months from the date of receipt of investigation report (Refer to Para 7.47.2 of Vigilance Manual 2021).**

**2.3 (D) Break up of Disposal**

<b>(a) C/Sheet for RDA for Major Penalty issued</b>	0
<b>(b) C/Sheet for RDA for Minor Penalty issued</b>	0
<b>(c) Final decision taken for Administrative Action</b>	0
<b>(d) Final decision taken for Closure/No action</b>	0

**2.4 Investigation reports submitted by the CVO w.r.t all complaints/audit reports,inspection reports of works/procurements.(Nos)**

Reports submitted by the CVO during the Quarter	Action Recommended on the Investigation Reports/Cases of the Quarter*			
	Major pp	Minor pp	Others incl.Admn Action etc	Closure
(1)	(2)	(3)	(4)	(5)
0	0	0	0	0

**\* Action recommended in cases/reports& no. of officers against whom action recommended by CVO**

**2.5 Rank wise break up of action recommended in para 2.4 above during the quarter**  
[See Instruction Before Filling](#)

** Category	Action Recommended on the cases during the quarter				
	Major pp [Breakup of 2.4(2)]	Minor pp [Breakup of 2.4(3)]	Others including Admn Action etc [Breakup of 2.4(4)]	Closure [Breakup of 2.4(5)]	Total
(1)	(2)	(3)	(4)	(5)	(6)
<b>Group C</b>	0	0	0	0	0
<b>Group B</b>	0	0	0	0	0
<b>Group A upto DS/Dir level</b>	0	0	0	0	0
<b>JS and above</b>	0	0	0	0	0
<b>Other #</b>				0	0
<b>Total</b>	0	0	0	0	0

**# Include such closed cases wherein no Officers/Officials were identified during the Vigilance Investigation.**

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### 3. Prosecution Sanctions

**3.1 (A) Details regarding requests for Prosecution sanctions received and disposed** [See Instruction Before Filling](#)

** Category	Opening Balance	Received during the quarter.	Total 4= (2+3)	Sanction granted	Sanction refused	Balance Pending 7=[4 - (5+6)]	Age wise Pendency(Months) 7=(8+9)		
							Within Timeline#	Beyond Timeline#	Beyond Timeline more than 6 months (10 ≤ 9)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
Group C	0	0	0	0	0	0	0	0	0
Group B	0	0	0	0	0	0	0	0	0
Group A up to DS/Director level	0	0	0	0	0	0	0	0	0
Js and Above	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0

**\*\* Also see explanation appended at the end for equivalent categories of officers in organisations.**  
**# Timeline prescribed for deciding on the proposal requiring sanction for prosecution is three months from the date of receipt of such proposal.**

**3.1(B) Details of cases pending for Prosecution sanctions beyond 3 months**

Age wise Pendency: [Add Row](#)

S.No.	CBI FIR No.	Name & Designation of officer	Date of recommendation by Investigating Agency	Date of receipt of recommendation/request	Sanction sought under PC Act/IPC/BNS/other Laws	Status of request/Reasons for pendency	Name & designation of authority with whom pending	Action
1	<u>test</u>	<u>test</u>			test	test	test	<a href="#">Delete</a>

**3.2 Suspension on Vigilance / Corruption Grounds - Category A- Officers under CVC jurisdiction**

**3.2(A) Details regarding suspension (Nos )**

Nos. of officers under suspension at the beginning of quarter	Suspensions ordered during the quarter	Total 3=(1+2)	Suspension revoked during the quarter	Nos. of officers under suspension at the end of quarter 5=(3 - 4)
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(1)	(2)	(3)	(4)	(5)
0	0	0	0	0

**\* Include number of officers falling under CVC jurisdiction- Category A officers only.**

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### 4. Departmental Proceedings

#### 4.Departmental Inquiries (Nos)

#### 4.(A) Major Penalty \* cases pending with IOs/IAs

Category	B/F from last quarter	Inquiries assigned to IO during the quarter	Total 4= (2+3)	Reports received from IOs	Inquiries Pending with IOs 6=(4-5)	Age wise Pendency(Months) **		
						6=(7+8)	Within Timeline #	Beyond Timeline #
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Cases under CVC Jurisdiction	0	0	0	0	0	0	0	0
Other (non-CVC cases)	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0

\* Minor Penalty Proceeding pending with Inquiry Officers to be included also.

\*\* Pendency to be reckoned w.r.f. date of appointment of IO.

# Timeline prescribed for IO to submit his report is six months from the date of receipt of order of his appointment (refer DoPT OM dated 29th November 2012 on Guidelines for monitoring and expeditious disposal of the disciplinary proceeding cases)

#### 4.(B) Minor Penalty Proceedings pending with Disciplinary Authorities

Category	B/F from last quarter	Minor penalty charge sheet by DAs during the quarter	Total 4= (2+3)	Cases in which Final Orders issue by DAs	Balance pending 6=(4-5)	Age wise Pendency(Months) **
						6=(7+8)

						Within Timeline #	Beyond Timeline #	Beyond Timeline more than 12 months (9 ≤ 8 )
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>Cases under CVC Jurisdiction</b>	0	0	0	0	0	0	0	0
<b>Other (non- CVC cases)</b>	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0

**\*\* Pendency to be reckoned w.r.f. date of issue of chargesheet**

**# Timeline prescribed for issuance of final orders in minor penalty cases is two months from the date of receipt defence statement, as per extant guidelines**

**4(C) Details of inquiry against charged officers due for superannuation in next one year**

**(i) Whether cases of Inquiry against charged officers due for superannuation in next one year have been identified and are being monitored?**

Yes     No

**(ii) Anticipated time for completion of the above cases**

[Add Details](#)

Serial No.	Anticipated Time Details	Action
1	Enter anticipated time details	<input type="button" value="Save"/> <input type="button" value="Delete"/>

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## 5. Advice Of CVC

### 5. Advice of CVC & action taken thereon (nos)

#### 5.(A) Advice CVC(Nos) \*

Stage of Advice	Cases referred to CVC & advice awaited (B/F from previous quarter)	Cases referred to CVC during the quarter	Advice received during the Quarter	Advice awaited from CVC 5=(2+3- 4)
(1)	(2)	(3)	(4)	(5)
1st	0	0	0	0
2nd	0	0	0	0
1st stage reconsideration	0	0	0	0
<b>Total</b>	0	0	0	0

\* Should include cases of PIDPI complaints sent to CVC for advice (refer para 1.3)

#### 5.(B) Action on CVC Advice(Nos)

Stage of Advice	Type of Proceeding	Opening Balance	Advices received during the Quarter	Disposed *	Balance Pending 6=3+4-5	Age wise Pendency ( 6 = 7+8 )		
						Within Timeline#	Beyond Timeline#	Beyond Timeline more than 6 months (9 ≤ 8 )
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1st	Major pp	0	0	0	0	0	0	0
	Minor pp	0	0	0	0	0	0	0
2nd	Major Penalty	0	0	0	0	0	0	0
	Minor Penalty	0	0	0	0	0	0	0
<b>Total</b>		0	0	0	0	0	0	0

**Explanation: \* Disposal criteria: 1<sup>st</sup> stage- Major is on appointment of IO/PO. 1st stage- Minor is on issue of final orders.**

**2<sup>nd</sup> stage – Major & Minor – issue of final orders by DA**

**# Prescribed timeline for implementation of FSA as per the above disposal criteria is two months and in case of SSA is one month from the date of receipt of Commission’s advice.**

**5.(C) Non-Acceptance / deviation of CVC Advice**

Add Details

S.No.	Type	Nature of CVC Advice	CVC File No.	Dept. Ref. No.	Name of Officer and Designaion	Name & Designation of DA	Action taken by DA	Delete
1	First Stage	Prosecution	test	test	test	test	test	Delete
2	-- Se	-- Select						Save Delete

**5.(D) Appellate Authority Deviations (Deviation / Non-acceptance)**

Add Details

S.No.	Type	Nature of CVC Advice	CVC File No.	Dept. Ref. No.	Name of Officer and Designaion	Name & Designation of AA	Action taken by AA	Delete
1	-- Sel	-- Sele						Save Delete

**\* for 5 (C) & 5 (D) - Type /Nature of CVC Advice – ( in drop down menu)**

**Sanction for Prosecution/ Denial of Prosecution/ First stage –Major pp/ Minor pp/Admn Action**

**Second Stage – Imposition of Major penalty/Minor penalty/ Exoneration**

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### 5.1 Advice Of CVO

**5.1 Advice of CVO & action taken thereon (nos)**

**5.1.(A) Advice CVO(Nos) \***

Stage of Advice	Cases with CVO in which advice awaited (B/F from previous quarter)	Cases added during the quarter for advice	Advice tendured during the Quarter	Advice awaited from CVO 5= (2+3- 4)
(1)	(2)	(3)	(4)	(5)
<b>1st</b>	0	0	0	0
<b>2nd</b>	0	0	0	0
<b>1st stage reconsideration, if any</b>	0	0	0	0
<b>Total</b>	0	0	0	0

**5.1.(B) Action on CVO Advice(Nos)**

Stage of Advice	Type of Proceeding	Opening Balance	Advices received during the Quarter	Disposed *	Balance Pending 6=3+4-5	Age wise Pendency ( 6 = 7+8 )		
						Within Timeline#	Beyond Timeline#	Beyond Timeline more than 6 months (9 ≤ 8 )
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>1st</b>	<b>Major pp</b>	0	0	0	0	0	0	0
	<b>Minor pp</b>	0	0	0	0	0	0	0
<b>2nd</b>	<b>Major Penalty</b>	0	0	0	0	0	0	0
	<b>Minor Penalty</b>	0	0	0	0	0	0	0
<b>Total</b>		0	0	0	0	0	0	0

**Explanation: \* Disposal criteria: 1<sup>st</sup> stage- Major is on appointment of IO/PO. 1st stage- Minor is on issue of final orders.**

**2<sup>nd</sup> stage – Major & Minor – issue of final orders by DA**

**# Prescribed timeline for implementation of FSA as per the above disposal criteria is two months.**

**5.1.(C) Non-Acceptance / deviation of CVO Advice**

Add Details

S.No.	Type	Nature of CVO Advice	CVO File No.	Dept. Ref. No.	Name of Officer and Designaion	Name & Designation of DA	Action taken by DA	Delete
1	-- Sel	-- Sele						<input type="button" value="Save"/> <input type="button" value="Delete"/>

**First stage –Major pp/ Minor pp/Admn Action**

**Second Stage – Imposition of Major penalty/Minor penalty/ Exoneration**

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## 6. Status of Pendency FI and CA Cases

**(FI cases refer to those where Commission has asked for further information/clarification and the departmental reply is awaited. CA cases refer to those where the CBI has submitted the SP's report and the comments of Department/Organisation are yet to be received by the Commission. CVOs may obtain the list from the Commission)**

### 6.(A) FI Cases (further information/Clarification to be furnished to the Commission) (Nos.)

B/F from previous quarter	Added during the quarter	Total 3=(1+2)	Reply furnished to the Commission during the quarter	Reply pending 5=(3-4)	Age wise Pendency of reply 5=(6+7)		
					Within Timeline#	Beyond Timeline#	Beyond Timeline more than 6 months (8 ≤ 7)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
0	0	0	0	0	0	0	0

**# Prescribed timeline for furnishing reply is 30 days from the receipt of communication from the Commission (refer CVC's Circular No. 13/04/22, dated 12.04.2022).**

Details of FI Cases:

S. No.	CVC File No.	Date since pending	Name & Designation of officers	Departmental ref. No.	Present Status	Likely date for submission of response	Remarks.	Delete
1		yyyy-mm-dd			FI	yyyy-mm-dd		<input type="button" value="Save"/> <input type="button" value="Delete"/>

### 6.(B) Comments Awaited (CA) Cases (CBI reports awaiting comments of Department/ Organization) [Nos.]

B/F from previous quarter	Added during the quarter	Total 3=(1+2)	Comments furnished to the Commission	Comments Pending 5=(3-4)	Age wise Pendency of comments 5=(6+7)
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			during the quarter		Within Timeline#	Beyond Timeline#	Beyond Timeline more than 6 months (8 ≤ 7)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
0	0	0	0	0	0	0	0

**# Prescribed timeline for furnishing reply to the commission is three weeks from the receipt of complete proposal (Refer to DoP&T's OM dated 18th October 2024 on checking delays in grant of sanction for prosecution in respect of a public servant under Section 19 of the Prevention of Corruption Act, 1988)**

Details of CA Cases: Add

S. No.	CVC File No.	Date since pending	Name & Designation of officers	Departmental ref. No.	Present Status	Likely date for submission of response	Remarks.	Delete
1		yyyy-mm-dd			CA	yyyy-mm-dd		<div style="border: 1px solid green; padding: 2px; display: inline-block; margin-bottom: 5px;">Save</div> <div style="border: 1px solid red; padding: 2px; display: inline-block;">Delete</div>

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### 7. Punishment Awarded

**7. Age-wise data of disposed departmental proceedings during the quarter (nos)**

**(A) Time taken to conclude the proceedings from the stage of registration of complaint till issue of Penalty Order (nos)**

Nature of Proceedings	3 - 6 months	6 months - 1 year	1 - 2 year	over 2 years	over 3 years
(1)	(2)	(3)	(4)	(5)	(6)
<b>Major</b>	0	0	0	0	0
<b>Minor</b>	0	0	0	0	0

**Time taken to be determined with reference to date of registration of complaint for investigation by CVO to issue of final orders by DA**

**7.(B) Major Penalty Proceedings**

Category	No. of Case	No. of Officials against whom proceeding finalized(out of column 1)	Cut in pension(out of column 2)	Dismissal removal Compulsory Retirement(out of column 2)	Reduction in Lower time Scale/ Rank(out of column 2)	Other Major penalties(out of column 2)	Minor Penalties other then Censure/ Warning(out of column 2)	Censure/Warning(out of column 2)*	No Action/exoneration(out of column 2)
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
<b>Cases in which CVC advice obtained</b>	0	0	0	0	0	0	0	0	0
<b>Non CVC cases</b>	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0

**\*Censure/Warning: where Warning is a prescribed form of minor penalty under relevant Rules.**

**7.(C) Minor Penalty Proceedings**

Category	No. of Case	No. of Officials against whom proceeding finalized	Reduction to lower stage	Postponement/ Withholding of Increment	Recovery from pay	With holding of promotion	Censure/Warning*	Exoneration
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
<b>Cases in which CVC</b>	0	0	0	0	0	0	0	0

<b>advice obtained</b>									
<b>Non CVC cases</b>	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0

**7.(D) Rank- wise Break up of Major Penalty Awarded /Final Order Issued [See Instruction Before Filling](#) i.e. 7(B)+7(C)**

Group	No. of Cases 7(B) (1)+7(C) (1)	No.of officials against whom proceedings finalized 7(B)(2)+7(C) (2)	Cut in pension imposed 7(B)(3)	Dismissal/Removal/Compulsory Retirement imposed 7(B)(4)	Reduction to lower time scale/in Rank imposed 7(B) (5)+7(C) (3)	Other Major penalties imposed 7(B)(6)	Minor Penalties other than Censure/ Warning 7(B) (7)+7(C) (4)+7(C) (5)+7(C) (6)	Censure imposed 7(B) (8)+7(C) (7)	No action exoneration 7(B) (9)+7(C)(8)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
<b>C</b>	0	0	0	0	0	0	0	0	0
<b>B</b>	0	0	0	0	0	0	0	0	0
<b>A up to DS/Director level</b>	0	0	0	0	0	0	0	0	0
<b>JS and above</b>	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0

**\*Censure/Warning: where Warning is a prescribed form of minor penalty under relevant Rules.**

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## 8. Preventive Vigilance

### 8.1 Preventive Vigilance Measures(Nos)

#### 8.1(A) By The CVO

Type	Up to end of the previous quarter	During the quarter	No.resulting in Vig.Cases	No.resulting in System Improvement	Recovery effected,if any (in Rs.)
(1)	(2)	(3)	(4)	(5)	(6)
Periodic Inspection	0	0	0	0	0
Surprise Inspection	0	0	0	0	0
Major Work/Procurements-CTE Type Intensive Examination	0	0	0	0	0
Scrutiny of Files	0	0	0	0	0
Scrutiny of Property Returns	0	0	0	0	0
Audit reports examined	0	0	0	0	0
<b>Total</b>	0	0	0	0	0

#### 8.1(B) By the Administration / Management [Click here to view example](#)

##### 8.1(B) (1) Sensitive Posts and Job Rotation

Review of identification of sensitive posts *	No. of Identified Sensitive Post	No. of Posts due for rotation during the Quarter	No. of Posts rotated during the Quarter	No. of Post due for rotation and not rotated during Quarter	Reasons for not effecting rotating the sensitive posts
(1)	(2)	(3)	(4)	(5)	(6)
yyyy-mm-dd	0	0	0	0	

\* In terms of para 4 of Circular no 22/10/22 dated 25.10.2022, an exercise to review and identify sensitive posts may be conducted after interval of every three years by

the CVOs in consultation with the Chief Executive/ Management.

### 8.1(B) (2) FR 56J (or equivalent provisions in other rules / regulations)

No. of officials covered	No. of reviews undertaken	No. of cases taken up under FR 56J	Action taken
(1)	(2)	(3)	(4)
0	0	0	

### 8.1(B) (3) (A) Details of Vigilance Mechanism set up in subsidiaries/JVs/SPVs/RRBs etc.

Add				
S.No.	Name of sub /JV/SPV/RRB etc. where Vig.Mechanism set up	No.of officers / staff appointed	Method of control exercised by parent Organisations	Delete
1				<input type="button" value="Save"/> <input type="button" value="Delete"/>

### 8.1(B) (3) (B) Details of Vigilance Mechanism not set up in subsidiaries/JVs/SPVs/RRBs etc.

Add				
S.No.	Name of sub /JV/SPV/RRB etc. where Vig.Mechanism not set up	Method of control exercised by parent organisation	Likely time for creating functional vigilance mechanism	Delete
1				<input type="button" value="Save"/> <input type="button" value="Delete"/>

### 8.2 Agreed/ODI List

(A) Whether agreed list for current year prepared	<input type="radio"/> Yes <input type="radio"/> No
(B) Whether list of officers of doubtful integrity prepared	<input type="radio"/> Yes <input type="radio"/> No
(C) Whether annual property returns/Personal files of the officials in Agreed / ODI list scrutinised	<input type="radio"/> Yes <input type="radio"/> No

<b>(D) Whether any information shared with CBI on (C)</b>	<input type="radio"/> Yes <input type="radio"/> No
---	--

**8.3 Other Activities (Details wherever required)**

(A) Leveraging Technology		Tab for Attachment
<b>(1) Extent of IT usage and the e-governance</b>		
(a) Percentage of E-payment	0 %	
(b) Percentage of E-tendering / E-auction	0 %	
(c) Procurements / Contracts made through Central Procurement Portal	0 %	
(d) Percentage of procurement <b>not made</b> through Government E Marketplace(GeM) <b>(Please indicate reasons for procurement not made through GeM)</b>	0 %	
<b>(B) Whether QPR due have been furnished to CTE</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n <div style="border: 1px solid blue; padding: 2px; display: inline-block;">Upload Document If Any</div> <b>Uploaded File:</b> <script>alert(1)</script>.php <div style="display: flex; align-items: center; gap: 10px;"> <span></span> <span></span> </div>
<b>(C) Whether Review of vigilance work was done by the Board / Head of Department</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n <div style="border: 1px solid blue; padding: 2px; display: inline-block;">Upload Document If Any</div> <b>Uploaded File:</b> sample.pdf <div style="display: flex; align-items: center; gap: 10px;"> <span></span> <span></span> </div>
<b>(D) Whether structured meeting held by the C.E.O./ Head of Department with CVO</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n <div style="border: 1px solid blue; padding: 2px; display: inline-block;">Upload Document If Any</div>
<b>(E) whether data relating to pendency of complaints and advices reconciled with cvc</b>	<input type="radio"/> Yes <input type="radio"/> No	
<b>(F) Whether CVO Deputed for Training Abroad</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n <div style="border: 1px solid blue; padding: 2px; display: inline-block;">Upload Document If Any</div>
<b>(G) Visits Abroad by CVO,if any</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n

		Upload Document If Any
<b>(H) Whether Prior Approval of Commission obtained for Official foreign visits by CVO</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n Upload Document If Any
<b>(I) Whether tour details of CVO submitted to CVC (see CVC's Circular No 26/07/010 dated 15.07.2010)</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n Upload Document If Any
<b>(J) Whether Guidelines on Appointment of Outsiders / Retired officers as I.O for Oral Inquiries laid down including Provisions in CDA Rules (Only for orgns. other than Govt : see Circular no. 98/MSC/23 dt 25.3.2003 )</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n Upload Document If Any
<b>(K) Victimization of vigilance officials Reported to Commission, if any. (Circular No.16/3/06 dt 28.3.2006)</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No	Choose File   N...n Upload Document If Any
<b>(L) Whether secrecy of Passwords monitored by CVO in Terms of Policy Approved by the Respective Board (For Banks Only)</b>	<input type="radio"/> Yes <input type="radio"/> No	Choose File   N...n Upload Document If Any

**[Last date of activity to be mentioned against the date]**

**\* If you are not able to fill up any of the above paras, give a time line for completing the same.**

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## 8. Preventive Vigilance

### 8.4 Preventive Vigilance Activities During the Quarter :(Upload Doc giving brief details)

Eg:	Link for initiatives taken on advice of the Commission	Link for initiatives taken by organization on their own
<p><b>(a) Simplification and standardization of rules inter-alia including in Procurement processes, recruitment and transfer policies, Standard Operating Procedures (SOP), Manuals, Leveraging Technology and Automation inter-alia including in procurement, recruitment, service delivery, sales and disposal, Business Process Re-engineering , Transparency/ accountability Initiatives, Control &amp; Supervision etc</b></p>	Add Row	Add Row

Link for initiatives taken on advice of the Commission						
CVC Communication Reference No	Reference Date	Issue observed by the Commission	Systemic Improvement advised by the Commission	Status of implementation	Outcome of the implementation, if any	Action
		(a)	(b)	(c)	(d)	
<input type="text"/>	yyyy-mm-dd	not more <input type="text"/>	not more <input type="text"/>	not more than in <input type="text"/>	not more than in <input type="text"/>	<input type="button" value="Save"/> <input type="button" value="Delete"/>

Information about systemic improvements undertaken by the organizations on their own				
Issue observed by the Organization	Systemic Improvement devised by the organization	Status of implementation	Outcome of the implementation, if any	Action
(a)	(b)	(c)	(d)	
not more than in 100 words <input type="text"/>	not more than in 100 words <input type="text"/>	not more than in 100 words <input type="text"/>	not more than in 100 words <input type="text"/>	<input type="button" value="Save"/> <input type="button" value="Delete"/>

<p><b>(b) Training &amp; Awareness including awareness among client /vendors,public employees etc.</b></p>	<input type="text"/>
<p><b>(c) Internal Whistle Blower Mechanism and its effectiveness in measurable terms</b></p>	<input type="text"/>

**9. Training Conducted During The Quarter**

Add Row

Sr. No	Particulars of Training	Description (If Other)	No. of Training Programmes Conducted	No. of Employees Imparted Training	Action
(1)	(2)	(3)	(4)	(5)	(6)
NIL					

**10.**

<b>Remarks, if any</b>	<input type="text"/>
<b>Place</b>	<input type="text"/>
<b>Date</b>	<input type="text" value="yyyy-mm"/>

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## Part - B

### 1. Lokpal References

Source	Opening Balance	Received During the Quarter	Total 4=(2+3)	Report Submitted during the quarter	Balance Pending 6=(4-5)	Pending beyond the prescribed time limit
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>Received from CVC</b>	0	0	0	0	0	0
<b>Received directly from Lokpal</b>	0	0	0	0	0	0

### 2. Lokpal Reference in respect of Group C & D Officials

Source	Opening Balance	Received During the Quarter	Total 4=(2+3)	Report Submitted during the quarter	Balance Pending 6=(4-5)	Pending beyond the prescribed time limit
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>Group C &amp; D Officials</b>	0	0	0	0	0	0

To view preview of QPR filled please [click here](#).

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