



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.

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

Dated: August 06, 2026

प्रेषक

From

मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

To

The Directors/Heads of all CSIR National Laboratories/Institutes

Sub: Timely submission of Fortnightly/Monthly/Quarterly Vigilance Reports – reg.

Sir/Madam,

Kind attention is invited to this Division's letter No. 16-6(82)/98-O&M-II-Vig. dated 16.03.2017 and subsequent communications issued from time to time regarding the timely submission of Fortnightly/Monthly/Quarterly Vigilance Reports.

It has been observed that several CSIR National Labs./Instts. are not submitting the prescribed Fortnightly/Monthly/Quarterly Vigilance Reports within the stipulated timelines, despite repeated instructions issued by this Division from time to time.

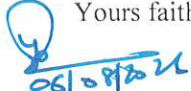
The delay in receipt of these reports adversely affects the timely compilation and submission of consolidated vigilance reports by CSIR Hqrs. to the CVC, DoPT and other Government authorities. Such delays also impede effective monitoring of vigilance matters at Headquarters level.

In order to ensure timely submission of the prescribed reports and to strengthen accountability in this regard, all the Directors/Heads of CSIR National Laboratories/Institutes are requested to ensure the following:

(i) report changes in the Fortnightly/Monthly/Quarterly Vigilance Reports, if any by the **5th day** of the succeeding month/fortnight/quarter, as applicable;

(ii) if no changes are reported by the **5th day** of the succeeding month/fortnight/quarter, it shall be presumed that there is no change in the information already furnished by the concerned Laboratory/Institute in the preceding month report.

The cooperation of all Laboratories/Institutes in ensuring timely compliance is solicited.

Yours faithfully,

(Yogendra Pratap Singh)
Chief Vigilance Officer

Copy to:

1. Sr. COA/COA/AO of all the CSIR Labs/Institutes
2. Sr. DS/DS/US of CSIR Hqrs., CSIR Complex, HRDC, URDIP and TKDL
3. PS to DG, CSIR
4. PS to JS(Admn.), CSIR
5. Head, IT Division, CSIR Hqrs for placing it on CSIR Website
6. Office Copy



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Speed Post

BY HAND/दस्तो

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15-6(82)/98-O&M-II-Vig.

Dated: 16.03.2017

From

मुख्य सतर्कता अधिकारी

Chief Vigilance Officer

To

The Directors/Head of the National Labs./Instts.

Sub: Timely submission of Fortnightly/Monthly/Quarterly Vigilance Report Reg.

Sir/Madam,

As you are aware that Central Vigilance Commission, in exercise of superintendence over vigilance administration of Central Government and its organisations, seeks various fortnightly/monthly/quarterly/Annual reports on vigilance activities which are to be furnished within the prescribed period. However due to late/non-receipt of such reports from the Labs./Instts., it causes delay in sending the consolidated reports for CSIR to CVC.

You are, therefore, requested to kindly instruct Sr. COA/COA/AOs of your lab./Instt. to furnish the fortnightly/monthly/quarterly/Annual reports in time failing which it will adversely reflect on their performance relating to vigilance activities.

Yours faithfully,

(Indu Bhaskar)

Chief Vigilance Officer

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