



केन्द्रीय विद्यालय संगठन



ई-मेल/स्पीड पोस्ट

केन्द्रीय विद्यालय संगठन(मुख्यालय)

18 सांस्थागत क्षेत्र शहीद जीत सिंह मार्ग,

नई दिल्ली-110016

KENDRIYA VIDYALAYA SANGATHAN(HQ)

18, Institutional Area,

Shaheed Jeet Singh Marg,

New Delhi-110016.

Tel.: 26858570 Fax 26514179

Website: www.kvsangathan.nic.in

एफ.11059/iii/2024-केविसं (सतर्कता) | 539-544

दिनांक: 10 सितम्बर 2024

उपायुक्त/ निदेशक ,

केन्द्रीय विद्यालय संगठन

सभी क्षेत्रीय कार्यालय/आंचलिक एवं प्रशिक्षण संस्थान

विषय : - सतर्कता जागरूकता सप्ताह -2024 का पालन

महोदया / महोदय,

The Under Secretary (Coord), Ministry of Education, Department of School Education & Literacy, New Delhi vide letter No 17-5/2024-Coord(Pt-1) dated 22.08.2024 has notified that this year the Vigilance Awareness Week would be observed from **28-10-2024 (Monday) to 03-11-2024 (Sunday) on the theme : "Culture of Integrity for Nation's Prosperity"**

The salient points of the above CVC Circular are given hereunder:-

The Commission has desired that all organizations may undertake a three month campaign (16th August 2024 (Friday) to 15th November 2024(Friday) with the following Preventive Vigilance measures as focus areas:-

- Capacity Building Programs.
- Identification and implementation of Systemic Improvement measures
- Updation of Circulars/ Guidelines/ Manuals,
- Disposal of complaints receive from 30.06.2024.
- Dynamic Digital Presence.

The Deputy Commissioners/Directors of all the Regional Offices/ZIETs are requested to observe the above three month campaign (16th August 2024-15th November 2024) both in the Regional office/ZIET and all Kendriya Vidyalayas under his/her jurisdiction as per the instructions given by Central Vigilance Commission. The report of the three month campaign on observance of Vigilance Awareness Week-2024 from the ZIET/Regional Office and all the Kendriya Vidyalayas under its jurisdiction may be compiled by each ZIET/Regional Office concerned and a consolidated report may be sent in the format prescribed by CVC in **Annexure A latest by 20-11-2024** positively for furnishing the same to the Commission in time.

It may be ensured that in no case, the report on three month campaign (16th August 2024-15th November 2024) under observance of Vigilance Awareness Week-2024 be sent to this office directly by any Kendriya Vidyalaya. The Principals may be directed to send the requisite information to the Deputy Commissioner of the Regional Office concerned who may compile the information in **Annexure A** as devised by CVC in MS Excel format and send the same to this office by e-mail: acvigilancekvs@gmail.com.

भवदीय

(सोमित श्रीवास्तव)

संयुक्त आयुक्त (कार्मिक) एवं
मुख्य सतर्कता अधिकारी

संलग्न:- यथोपरि

प्रतिलिपि :-

- All Officers and Sections at KVS (Hqrs) New Delhi for information and compliance.
- The Secretary, Central Vigilance Commission, Satarkta Bhawan, GPO Complex, Block-A, INA, New Delhi.
- The Under Secretary, Ministry of Education, UT-2 Section, Deptt. of School Education & Literacy, Shastri Bhawan, New Delhi for information.
- The Incharge Officer, EDP Cell, KVS (HQ) with a request to upload the above letter with all enclosures on KVS Website under the head 'Observance of Vigilance Awareness Week-2024
- Guard file.

F.No. 17-5/2024-Coord (Pt.1)
Government of India
Ministry of Education
Department of School Education & Literacy

New Delhi, the 22nd August, 2024

Subject: Observance of Vigilance Awareness Week, 2024 -reg.

Please find enclosed a copy of circular No. 08/08/24 received from Central Vigilance Commission regarding the Observance of Vigilance Awareness Week from 28th October 2024 to 3rd November, 2024 on the theme: "Culture of Integrity for Nation's Prosperity", for action as appropriate.

Encl. As above


(Deepak Kumar Sah)
Under Secretary (Coord)

AS (SS-II)
AS (PMPY & Dig.)
JS (SS-I & AE)
JS (Coord & Media)
JS (Instt. & Trng.)
EA (SE&I)
DDG (Stats)
Heads of all ABs

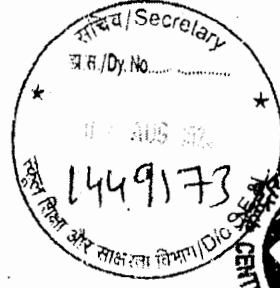
Telegraphic Address :
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केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION

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-110023

सं./No.....024/VGL/081/36147

दिनांक / Dated.....01.08.2024.....

JS (cdn.)
R618

Circular No. 08/08/24

Sub: Observance of Vigilance Awareness Week, 2024

The Central Vigilance Commission adopts several strategies for effective implementation of its mandate to fight corruption. Observance of 'Vigilance Awareness Week' remains one of the primary tools of preventive vigilance with the focus on building awareness and re-affirming the commitment of everyone to uphold integrity in public governance. The Central Vigilance Commission observes Vigilance Awareness Week every year in the week in which the birthday of Sardar Vallabhbhai Patel falls. This year, the Commission has decided that Vigilance Awareness Week 2024 would be observed from 28th October 2024 to 3rd November 2024 on the following theme:

“सत्यनिष्ठा की संस्कृति से राष्ट्र की समृद्धि”

“Culture of Integrity for Nation's Prosperity”

2. As a prelude to Vigilance Awareness Week 2024, the Commission has desired that all organizations may undertake a **three-month campaign from 16th August 2024 (Friday) to 15th November 2024 (Friday)** on Preventive Vigilance with focus on following areas:

- Capacity Building programs
- Identification and implementation of Systemic Improvement measures
- Up-dation of Circulars / Guidelines / Manuals
- Disposal of complaints received before 30.06.24
- Dynamic Digital Presence

Handwritten signature

AD
31/8/24
JS (SR)
On file
pl.
15/8
US/1
18/8
17/8/24
M. J. Gupta

3. All Ministries / Departments / Organizations may ensure active participation by all concerned to bring about noteworthy results during the Campaign. Action taken report regarding the five Preventive Vigilance measures that are to be taken up as focus areas during this three-month campaign period should be sent by all CVOs to the Central Vigilance Commission as per the format enclosed at Annexure 'A' by 30th November 2024.

4. This information is also available on the Commission's website at <https://www.cvc.gov.in>.


(P Daniel)
Secretary

Encl: As stated

To,

- i) The Cabinet Secretary of India
- ii) The Secretaries of all Ministries/ Departments of Government of India
- iii) The Chief Secretaries of all Union Territories
- iv) Director, CBI
- v) Director of Enforcement
- vi) Chief Executives of all CPSEs/ Public Sector Banks/ Public Sector Insurance Companies/ Financial Institutions/ Autonomous Organizations/ Societies.
- vii) All Chief Vigilance Officers in Ministries/ Departments/ CPSEs/ Public Sector Banks/ Public Sector Insurance Companies/ Financial Institutions/ Autonomous Organizations/ Societies.

ANNEXURE A

Description of Preventive Vigilance activities to be undertaken during the campaign period (16th August to 15th November 2024) as a precursor to Vigilance Awareness Week 2024

1. CAPACITY BUILDING PROGRAMS

(a) Initiative

A robust training system for employees is important for any organization to succeed in its objective and functioning. The Commission intends to focus on capacity building of employees who have been newly recruited in the last few years on key aspects of Preventive Vigilance. All Ministries / Departments / Organizations may conduct structured training programme for fresh inductees. Refresher training programme may also be conducted for those who have completed ten or more years of service. A list of topics to be included under these training is as below:

- i) Ethics and governance
- ii) Conduct Rules
- iii) Systems and Procedures of the organization
- iv) Cyber hygiene and Security
- v) Procurement

(b) Reporting format

Name of the Organization:

No. of officials who have received training during the campaign period on the above topics may be provided in the following format:

CAPACITY BUILDING PROGRAMS			
Period	Training name	No. of Employees Trained	Brief Description
	Fresh Inductees/ Refresher Course		

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

2. IDENTIFICATION AND IMPLEMENTATION OF SYSTEMIC IMPROVEMENT MEASURES

(a) Initiative

Preventive Vigilance initiatives are key in taking a proactive approach against the menace of corruption. Towards this goal, the following action plan may be taken up:

- i. All Ministries / Departments may analyze the vigilance cases of the last 05 years to identify the common areas where corruption occurs and initiate / implement systemic improvements to tackle the same,
- ii. The Commission has already advised systemic improvement measures in various cases. The organizations may carry out a special drive to implement these measures.

(b) Reporting format

Name of the Organization:

i) Number of vigilance cases of the past 05 years taken up for analysis. Key areas vulnerable to corruption detected based on analysis and Systemic improvements identified and implemented /under implementation. Brief details may be given.

ii) Brief details of Systemic Improvements suggested by the Commission (pending as on 16th August 2024) and implemented during the campaign period in the following format:

Period	System Improvements implemented during the campaign period	System Improvements suggested during last 5 years but pending for implementation
16th August to 15th November, 2024		

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

3. UPDATION OF CIRCULARS / GUIDELINES / MANUALS:

(a) Initiative

In continuation to earlier instructions, all organizations should work towards identifying circulars / guidelines / manuals which are required to be updated and take necessary steps to ensure up-dation of the same and posting of same on respective websites.

(b) Reporting format

Name of the Organization:

- i. Whether guidelines / circulars and manual were updated during the campaign period?
- ii. Brief details may be given.

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

4. DISPOSAL OF COMPLAINTS RECEIVED BEFORE 30.06.24

(a) Initiative

It is necessary to ensure that complaints are not kept pending and that they reach the logical conclusion within the prescribed time. All organizations may ensure that all complaints received on or before 30.06.24 may be disposed of.

(b) Reporting format

Name of the Organization:

SL. No.	Particulars	Number	Remarks, if any
1.	Complaints received on or before 30.06.24 pending as on 16.08.2024		
2.	Complaints received on or before 30.06.24 disposed during campaign period		
3.	Complaints received on or before 30.06.24 pending as on 15.11. 2024		

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

5. DYNAMIC DIGITAL PRESENCE

(a) Initiative

Citizens / stakeholders visit the website seeking details / information and therefore all organizations should be prompt in regular up-dation of their website for greater transparency and better service delivery. The organizations should follow extant Government guidelines on development and maintenance of websites (like GIGW 3.0 / RBI's Master Circular on Customer Service in Banks / Security audit). In this regard, the following action plan is to be taken up during the campaign period:

i) During the campaign period, all organizations must make efforts to ensure that their websites are updated and contain all proper and relevant information.

ii) During the campaign period, all organizations to identify such areas / activities which can be brought on their existing website and necessary action taken for the same.

iii) A proper system to be developed by assigning responsibilities to all designated administrators for regularly visiting the website and providing inputs to the webmaster with due approval for modification / deletion / up-dation.

iv) A system of submission of periodic compliance certificate with respect to website up-dation to specified authority / NIC may be introduced by the department,

b) Reporting format

Name of the Organization:

Regular maintenance and up-dation of website - Whether being done or not?

System introduced for up-dation and review of website.

Whether additional areas / activities / services brought online and if yes, details thereof.

NAME OF THE CVO

SIGNATURE & SEAL OF CVO