

## **VIGILANCE**

Administrative Vigilance Unit functions under a part time Vigilance Officer appointed in the Department of Agriculture and Cooperation to assist the Head of the Department in vigilance matters. Presently, Joint Secretary has been appointed/designated as Chief Vigilance Officer to ensure a clean and corruption free environment through surveillance, preventive and punitive measures. As in-charge of Vigilance Unit, he is the nodal officer to coordinate and monitor action on complaints and allegations of corruption. The channel of submission and the level at which decisions for different items of vigilance work are finalized, are as follows:-

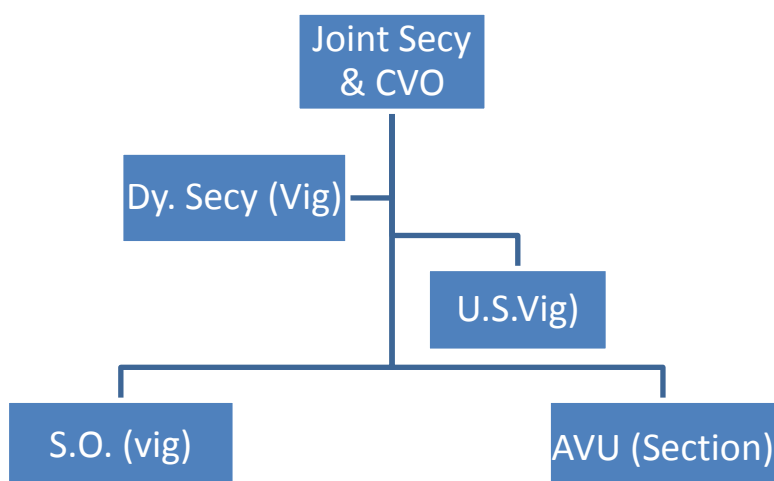
<b>S. No.</b>	<b>Items of work</b>	<b>Channel of Submission</b>	<b>Level of final disposal</b>
<b>1</b>	<b>Complaints and disciplinary proceedings against officers and members of staff under the vigilance jurisdiction of the Department.</b>		
	Group 'A' officers	US/Dir/CVO/Secretary	AM/MoS
	Group 'B', 'C' & 'D' Officers	US/Dir/CVO	Respective Disciplinary Authority
<b>2</b>	<b>Appeals / Review / Revision Petitions</b>		
	Gr.'A' officers	US/Dir/CVO/Secretary	AM/MoS
	Gr.'B', 'C' & 'D' officers	US/Dir/CVO	Respective Appellate/Review/Revision Authority
<b>3</b>	<b>Vigilance Clearance</b>		
	Gazetted Officers ( <b>beyond 13A and officers of the level of JS/AS/SS</b> )	SO/US/DS/CVO	Secretary
	Gazetted Officers ( <b>beyond 11 upto 13A</b> )	SO/US/DS	CVO
	Gazetted/Non-Gazetted Officers ( <b>beyond level 7 upto level 11</b> )	SO/US	DS
	Non-Gazetted Officials ( <b>upto level 7</b> )	SO	US
	Involving Disciplinary proceeding cases	SO/US/DS	CVO
<b>4</b>	<b>Coordination Work</b>	SO/US/DS	CVO
<b>5</b>	<b>Statistical returns to DOPT/CVC/PMO</b>	SO/US/DS	CVO
<b>6.</b>	<b>Vigilance inspections of attached /subordinate offices</b>	SO/US/DS	CVO
<b>7.</b>	<b>Preventive Vigilance</b>	SO/US/DS	CVO



## Organizational set up in the Chief Vigilance Office:

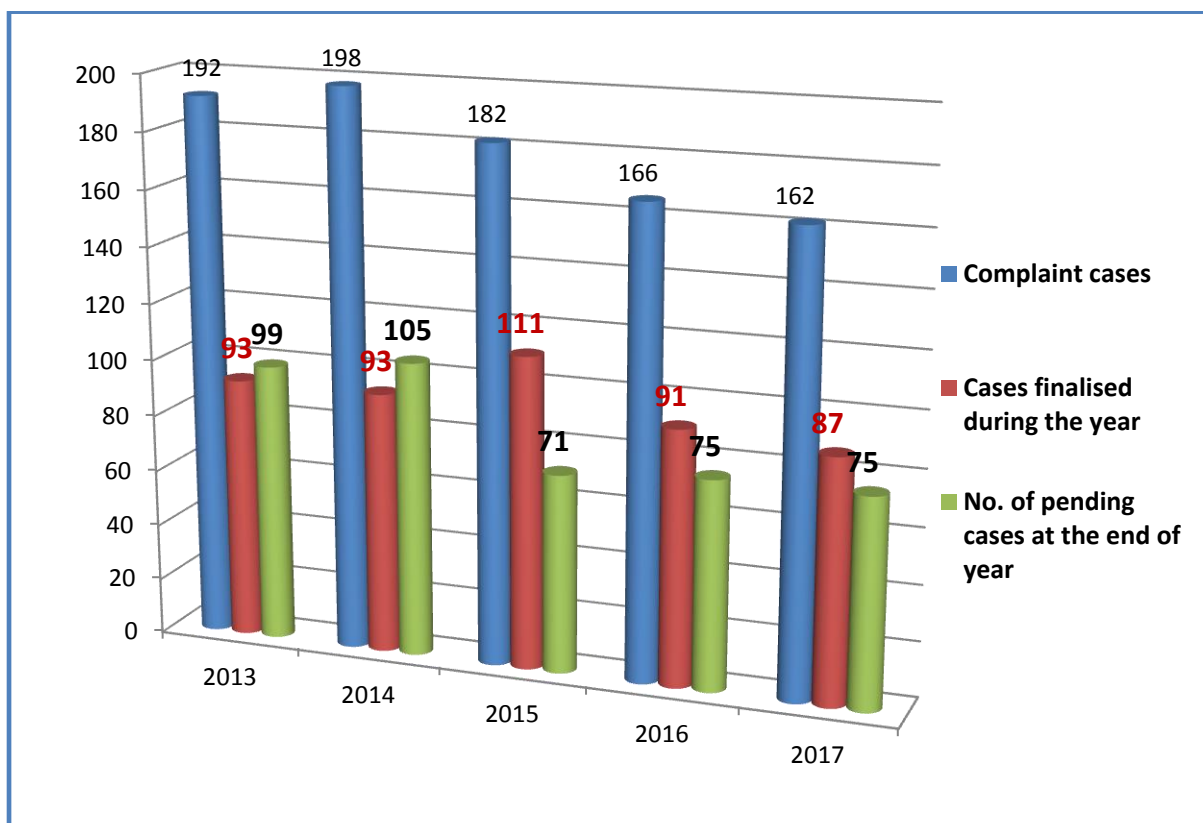
CVO is primarily responsible for the enforcement of anti-corruption measures of the Government of India in the Department and for implementation of the instructions/ guidance issued by the Central Vigilance Commission, New Delhi for the maintenance of integrity in the public services. As per the provisions envisaged in the Vigilance Manual, the petitions/complaints/the source reports sent by the Central Vigilance Commission, New Delhi, any member of the public, junior officials of the staff, press reports, proceedings of Parliament, audit reports, Stock Verification Reports, surprise inspections, scrutiny of annual property returns, intelligence reports etc. are examined with due care at the Level of Senior Officers of the Department. It is then sent to the appropriate authorities for getting their comments or for launching preliminary enquiries. In case prima facie case is made out, appropriate action, either disciplinary or legal proceedings is initiated against the charged Government servant with the approval of Competent Authority and with the advice of the Central Vigilance Commission, as the case may be.

### ORGANIZATIONAL SET-UP UNDER THE CHIEF VIGILANCE OFFICER:

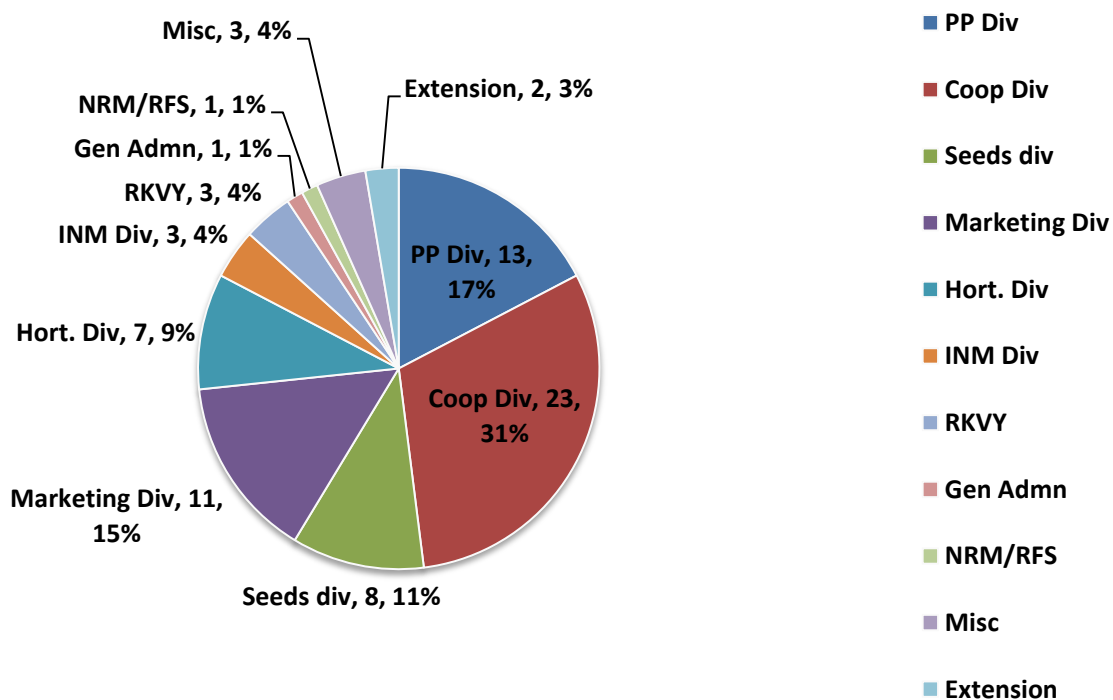


Sr.No.	Designation	Sanctioned Strength	In position
1.	Director/Deputy Secretary	01	1
2.	Under Secretary	01	01
3.	Section Officer	01	01
4.	Assistant Section Officer	03	03
5.	SSA / JSA	01	01

## Complaints / Disciplinary cases received / disposed during last years in Administrative Vigilance Unit, Department of Agriculture Cooperation & Farmers Welfare



## Division-wise Pendency as on 01.01.18



## Status of Disciplinary Proceedings:

