

## VIGILANCE

### MINISTRY OF STEEL

The Vigilance unit of this Ministry is headed by a Chief Vigilance Officer (CVO) of the rank of Joint Secretary appointed on the advice of the Central Vigilance Commission (CVC). The CVO with one Director and one Under Secretary and supporting staff, functions as the nodal point in the vigilance set-up of the Ministry. The vigilance unit is, inter-alia, responsible for the following in respect of the Ministry of Steel and the PSUs under its administrative control.

- (i) identification of sensitive areas prone to malpractices/ temptations and taking preventive measures to ensure integrity/ efficiency in Government functioning;
- (ii) taking suitable action to achieve the targets fixed by the Deptt. of Personnel and Training on anti-corruption measures;
- (iii) scrutiny of complaints and initiation of appropriate investigation measures;
- (iv) inspections and follow-up action on the same;
- (v) furnishing the comments of the Ministry to the Central Vigilance Commission on the investigation reports of the Central Bureau of Investigation;
- (vi) taking appropriate action in respect of departmental proceedings on the advice of the CVC or otherwise;
- (vii) obtaining first and second stage advice of the CVC, wherever necessary;
- (viii) appointment of CVOs in the PSUs in consultation with CVC and Deptt. of Personnel & Training;
- (ix) examination of complaints regarding allegations against the officials / officers of the PSUs under the Ministry for appropriate action.
- (x) maintenance and scrutiny of immovable property returns of officers and staff working in the Ministry.

11 PSUs are functioning under the administrative control of this Ministry. The Vigilance Unit in all PSUs is headed by a CVO appointed by this Ministry in consultation with CVC and DOPT.

During the year three meetings of the CVOs of the PSUs under the administrative control of this Ministry were convened wherein Secretary (Steel) reviewed the overall performance of the PSUs especially in the areas of preventive & punitive vigilance and suggested certain systemic improvements. As a result of the decisions arrived at in the meetings, a number of systemic improvements have been effected and the pendency has also come down considerably,

### SAIL

A system centric approach to vigilance administration was adopted during the year, under which specific stress was laid on study and improvement of systems for plugging loopholes and checking irregularities. After study and discussion with line managers, suitable systems were laid down in over twenty areas. Seminars on Preventive Vigilance were organized in each quarter in the plants/units, which helped in demystifying the fear of vigilance and boosted morale of the line managers.

Open and notice board tenders issued for procurement/sale of goods/services and work contracts were put on the Website of the company along with provision for downloading. This facilitated submission of offers by intending buyers/sellers and led to greater transparency along with financial advantages due to more competition. Vigilance Manual was updated covering relevant guidelines during the year.

## **RINL (VSP)**

Vigilance at VSP, proved to be an effective management tool with emphasis on preventive vigilance. On the preventive vigilance front, greater thrust was laid on examination of tenders at the processing stage with a view to modifying certain restrictive tender clauses to increase competition. Proactive vigilance work was done in the area of estimation, award and execution of contracts pertaining to operation, maintenance, procurement and marketing and the management exhibited positive attitude towards the suggestions of the vigilance department.

Vigilance awareness week was observed during 2004-05. A special booklet titled, "Vigilance - A Ready Reckoner," was brought out and distributed among executives of VSP and other organizations.

## **NMDC**

A Vigilance Committee has been constituted during the year, headed by Director (Production), to monitor the progress of disciplinary cases in NMDC.

The Chief Vigilance Officer, NMDC has been nominated as the "Nodal Authority" to receive complaints and grievances from employees, vendors, customers and the general public for timely attention by the concerned authorities.

As a part of the observance of Vigilance Awareness Week, a Vendors and Contractors' Meet was organized in the Head Office to look the systems and procedures in consultation with the vendors and contractors. Various suggestions which came up during the meet are being looked into for implementation, wherever possible.

## **KIOCL**

An Annual Action Plan for Vigilance activities for the year 2004-05 was drawn up. Three sensitive areas viz.,

- a) Maintenance of Contracts;
- b) Indents and disposal of surplus stores/materials/scrap;
- c) Clearing and forwarding of different items and materials, were identified and taken up for intensive scrutiny, surprise checks and inspection. Based on surprise checks, regular inspections and scrutiny of existing systems in tenders, contracts, procurement, inspections etc., suggestions and recommendations for improvement have been made in different areas.

As per guidelines and instructions from CVC, IT usage in e-procurement, tendering, commercial activities, etc., is being steadily implemented. Raw Materials and Consumables like Chemicals are procured through e-procurement/reverse action method. All tenders for materials, products, services etc., are put on website of the Company in addition to NIT in News papers for wider access and greater transparency.

During the course of the year, as per the directive of the Central Vigilance Commission, a "Vigilance Awareness Week" was observed in the first week of November, 2004. A customer/vendor/stake holder meet was organised during the Vigilance Awareness Week, where Officers of KIOCL interacted with some of the suppliers/vendors. Workshops/ Seminars were also conducted.

DCMMIS package is being used successfully for monitoring Disciplinary cases. Review Meeting of CVOs of PSUs under Ministry of Steel was held in Bangalore under the Chairmanship of Secretary (steel) on 21-06-2004 in which the use of DCMMIS (Disciplinary Cases Monitoring and Management Information Systems) was demonstrated apart from detailed review of vigilance work of the PSUs.

54 periodic and 52 surprise inspections were conducted. Annual Property Returns for the year 2003-04 was obtained from all Executives. Scrutiny of 20% of these (110), at random, as per directive of the CVC, has been completed.