



भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड

Security Printing and Minting Corporation of India Limited

मिनीरत्न श्रेणी-I, सीपीएसई
(भारत सरकार के पूर्ण स्वामित्वाधीन)

Miniratna Category-I, CPSE
(Wholly owned by Government of India)



भा.प्र.मु.मु.नि.नि.लि./सतर्कता/76/17/4234
SPMCIL/VIG/76/17/

दिनांक 31 .01.2022
Date 31 .01.2022

परिपत्र संख्या 02/22/Circular No. 02/22

विषय/Sub:- विभागीय जांच कार्यवाही के उद्देश्य से सीबीआई से दस्तावेज प्राप्त करने के संबंध में केन्द्रीय सतर्कता आयोग के निर्देश के संदर्भ में/Central Vigilance Commission Instructions on obtaining documents from CBI for the purpose of departmental inquiry proceedings - regarding

केन्द्रीय सतर्कता आयोग के दिनांक 12.01.2022 के परिपत्र संख्या 03/01/22 को जानकारी एवं उचित कार्यवाही हेतु संलग्न पाये जिसके द्वारा आयोग ने विभागीय जांच कार्यवाहीसमय से पूर्ण करने के उद्देश्य से सीबीआई से दस्तावेज प्राप्त करने के संबंध में निर्देश जारी किए हैं।

A copy of circular no 03/01/22 dated 12.01.2022 issued by Central Vigilance Commission regarding obtaining documents from CBI for the purpose of departmental inquiry proceedings, is enclosed herewith for information and necessary action.

2. इसे सक्षम प्राधिकारी ने अनुमोदन से जारी किया जाता है।
2. This issues with the approval of Competent Authority.

संलग्न: यथोपरि।/Encl: As above.

सुनील तिवारी
31.1.22

(सुनील तिवारी)/(Sunil Tiwari)
उप मुख्य सतर्कता अधिकारी/Dy. CVO

मुख्य महाप्रबंधक/The Chief General Managers,
टकसाल/मुद्रणालय/कागज़ कारखाना/Mints/Presses/Paper Mill,
भा.प्र.मु.मु.नि.नि.लि./SPMCIL.

-पेज 2 - पर जारी

भा.प्र.मु.मु.नि.नि.लि./सतर्कता/76/17/
SPMCIL/VIG/76/17/

दिनांक .01.2022
Date .01.2022

-2-

प्रतिलिपि/CC:

- क) अध्यक्ष तथा प्रबंध निदेशक कार्यालय//CMD office.
- ख) निदेशक (मा.स.) के कार्यालय सचिव/ निदेशक (वित्त) कार्यालय/ निदेशक (तकनीकी) के कार्यपालक सचिव / मुख्य सतर्कता अधिकारी के कार्यालय सचिव/ ES to Director (HR)/ Director (Finance) Office/ ES to Director (Technical)/ ES to CVO.
- ग) मुख्य महाप्रबंधक (मा.स./तकनीकी)/ महाप्रबंधक (वित्त)/ CGM (HR/Tech)/GM (Finance).
- घ) राजभाषा विभाग/ Department of Official Language
- ङ) सभी सतर्कता अधिकारी/All Vigilance Officials.
- च) सूचना पटल एवं वेबसाइट/Notice Board & Website.



सत्यमेव जयते

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.....006/PRC/1

दिनांक / Dated.....12.01.2022

Circular No. 03/01/22

Subject: Obtaining documents from CBI for the purpose of departmental inquiry proceedings- regarding

Reference: -

- (i) Commission's Circular No. NZ/PRC/1 dated 26.2.2004
- (ii) Commission's Circular No. 25/7/06 dated 06.07.2006
- (ii) Commission's Circular No. 18/12/20 dated 14.12.2020
- (vi) Commission's Circular No. 22/12/21 dated 08.12.2021

Central Vigilance Commission, as part of effective vigilance administration, gives due importance to timely finalization of inquiry proceedings.

2. However, it has come to notice that there have been occasions, when departmental inquiries are held up or slowed down due to non-availability of listed documents or delay in procuring/producing the same during the course of inquiry. One of the reasons stated for delay in producing documents during inquiry proceedings, is that in cases investigated by CBI, the original documents remain in the custody of CBI. In this regard attention is invited to Para (vi) of Commission's Circular No. 25/7/06 dated 06.07.2006, vide which it was directed that "*It should be ensured that the listed documents are obtained from the CBI before issuing the chargesheet and, where parallel proceedings are to be initiated, a set of listed documents, dully certified, is obtained from*

Contd...2...

the CBI". Further, in Para 6.9 (d) of Vigilance Manual 2021, it has been clarified that in respect of documents, which are taken in custody by CBI, "*the departmental authorities may keep attested copies of the records for meeting urgent departmental needs or for disposing of any action that may be pending on the part of the Department*". Moreover, in para 6.9 (n) and 6.9 (o) of Vigilance Manual 2021, the procedure for obtaining documents from CBI, for the purpose of initiating departmental action has been clearly defined and enlisted. The Commission has directed that the above guidelines should be kept in mind for obtaining required documents from CBI, so that the inquiry proceedings do not suffer delay on this account.

3. The above guidelines may also be brought to the notice of all authorities concerned by the respective Chief Vigilance Officers.

4. It may be noted for strict compliance.



(Rajiv Verma)
Director

To

- (i) The Secretaries of all Ministries/Departments of GoI
- (ii) All Chief Executives of CPSUs/Public Sector Banks/Public Sector Insurance Companies/Autonomous Bodies etc.
- (iii) All CVOs of Ministries/Departments of GoI/CPSUs/Public Sector Banks/Public Sector Insurance Companies/Autonomous Bodies etc.
- (iv) Website of CVC