

No: 13/3/99-VIG
Government of Goa,
Directorate of Vigilance,
Junta House (6th floor),
Panaji - Goa.
Dated: 11/2/1999

CIRCULAR

Sub: Improving Vigilance Administration.

The Following instructions are issued to tone up the Vigilance Administration in Government Departments and public sector undertakings of Goa Government.

1) Creating a culture of honesty:-

Some Organizations and departments have a reputation for corruption. The junior employees and Officers who join such departments initially are not oriented to be a part of the corrupt system. Already, nomination of Vigilance Officers exists in Goa Government. However, their activities are not reviewed from time to time and there is no much evidence of their active involvement in curbing the corruption in their departments. It is, therefore decided that the Vigilance Officer of the departments can make a direct reference to the Secretary(Vigilance) or the Chief Vigilance Officer in the Secretariat, if any instance of corrupt activities of anybody in the department comes to their notice. He need not route these complaints through the Head of the Department. Similarly, any other junior employee also can send the information directly to the Secretary(Vigilance) or the CVO. Such references will not be taken as acts of indiscipline. However, if any such junior officer makes a false or frivolous complaint, it would be viewed seriously.

2) Greater transparency in administration:-

The Goa Government has already enacted the "Right to Information Act" and notified the competent authorities thereunder. This has opened up the functioning of the Government Departments for greater public scrutiny. There might be some occasions where there is necessity to maintain secrecy where discretion has to be exercised. But once discretion has been exercised or as in matters of tenders, once the tender has been finalized, there is no need for secrecy. There is, therefore, a need for publishing on the notice board of each department/organization, the details of all the cases regarding tenders or out of turn allotments or discretion exercised in favour of an employee/party. This will go a long way in reducing wrong decisions and will automatically check corruption.

3) Speedy departmental inquiries:-

There is an impression that the Government employees are not sufficiently rewarded in case of good work and are not punished promptly in case of omission and commissions. One reason for delay in punishment is regarding the delay in concluding the disciplinary enquiry proceedings. The departmental inquiries are in turn, delayed as there are no special officers for doing this work except the Commissioner of Departmental Inquiries and there are a number of adjournments requested for and granted during the course of enquiry. The Vigilance Department is compiling separately a panel of names of Inquiry Officers so as to appoint more Inquiry Officers to ensure that the departmental inquiries are completed in time. In the meanwhile, in order to speed up the departmental Inquiries, the following time frame is prescribed:

(i) In all cases which are presently pending for appointment of Inquiry Officers and Presenting Officers, such appointments should be made within one month from the date of issue of this circular. In all other cases, they should be appointed, wherever necessary, within 15 days after receipt of the charged officers statement of defence denying the charges.

Cont.....2

(ii) The oral enquiry including the submission of the Inquiry Officers report, should be completed within 6 months from the date of appointment of the Inquiry Officer. In the preliminary enquiry, at the first appearance of the charged Officers, the Inquiry Officer should lay down a time bound programme for submission and inspection of the documents and the list of witnesses. After that a regular hearing should be started and conducted as far as possible on a day-to day basis and adjournments should not be granted on frivolous grounds.

(iii) The work of the IO/PO should be reviewed once in a month by the Vigilance Officer of the Department and a report submitted to the Secretary(Vigilance) once in a month preferably by 10th of succeeding month.

4) Negotiation of tenders.

In order to reduce the possible corruption, post tender negotiations have to be banned totally except in the case of negotiations with the lowest tender. If it is not possible to accept the lowest tender, the department has to go in for re-tendering.

By order and in the name of
The governor of Goa,

Sd/-
(N. Suryanarayana)
Director of Vigilance.

- To,
1. All Heads of Departments.
2. All Secretaries to the government.