



भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड
Security Printing and Minting Corporation of India Limited

मिनिरत्न श्रेणी-I, सीपीएसई
(भारत सरकार के पूर्ण स्वामित्वाधीन)
Miniratna Category-I, CPSE
(Wholly owned by Government of India)

No. SPMCIL/ VIG/ 3/09/07/5175

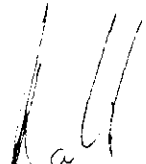
Dated: 16th March, 2010

CIRCULAR

SUB: Whistle Blower Policy.

A copy of CVC Office order No. 33/5/2004 dated 17-05-2004 regarding Public Interest disclosures & Protection of Informer viz. 'Whistle Blower Policy', is re-circulated here-with to all for information.

2. The widest possible publicity should be given to this circular and all concerned should be informed. It should also be uploaded on the website of the unit & displayed on the sectional notice board.


(Ajay Nath) 16.3.2010
CVO

Encl: As above.

All GMs/HOD's
(Mints/Presses/Paper Mill),
SPMCIL.

CC:

1. ES to CMD
2. Director (T)/Director (F)/ Director (HR)/CVO
3. GM (IA).
4. Sr. DGM (S&C)-with a request up load the circular on website.
5. All DGM's (Corporate Office).
6. AD (OL)-for Hindi translated copy please.
7. All Vigilance Staff (Corporate Office/Units) - to report compliance of full dissemination of instructions within a week
8. Notice Board.

No.004/VGL/26
Government of India
Central Vigilance Commission

Satarkta Bhawan, Block 'A',
GPO Complex, INA,
New Delhi- 110 023
Dated the 17th May, 2004

Office Order No. 33/5/2004

Subject:- Govt. of India Resolution on Public Interest Disclosures & Protection of Informer.

The Government of India has authorised the Central Vigilance Commission (CVC) as the 'Designated Agency' to receive written complaints for disclosure on any allegation of corruption or misuse of office and recommend appropriate action.

2. A copy of the Public Notice issued by the Central Vigilance Commission with respect to the above mentioned Resolution is enclosed. All CVOs are further required to take the following actions with respect to the complaints forwarded by the Commission under this Resolution:

- (i) All the relevant papers/documents with respect to the matter raised in the complaint should be obtained by the CVO and investigation into the complaint should be commenced immediately. The investigation report should be submitted to the Commission within two weeks.
- (ii) The CVO is to ensure that no punitive action is taken by any concerned Administrative authority against any person on perceived reasons/ suspicion of being "whistle blower."
- (iii) Subsequent to the receipt of Commission's directions to undertake any disciplinary action based on such complaints, the CVO has to follow up and confirm compliance of further action by the DA and keep the Commission informed of delay, if any.
- (iv) Contents of this order may be brought to the notice of Secy./CEO/ CMD.

All CVOs may note the above directions for compliance.

Sd/-
(Sujit Banerjee)
Secretary

To

All Chief Vigilance Officers

Central Vigilance Commission

Press Release:

The Government of India has authorized the Central Vigilance Commission (CVC) as the 'Designated Agency' to receive written complaints for disclosure on any allegation of corruption or misuse of office and recommend appropriate action.

2. The jurisdiction of the Commission in this regard would be restricted to any employee of the Central Government or of any corporation established by or under any Central Act, government companies, societies or local authorities owned or controlled by the Central Government. **Personnel employed by the State Governments and activities of the State Governments or its Corporations etc. will not come under the purview of the Commission.**

3. In this regard, the Commission, which will accept such complaints, has the responsibility of keeping the identity of the complainant secret. **Hence, it is informed to the general public that any complaint, which is to be made under this resolution should comply with the following aspects.**

- i) The complaint should be in a closed / secured envelope.
- ii) The envelope should be addressed to Secretary, Central Vigilance Commission and should be superscribed "Complaint under The Public Interest Disclosure". If the envelope is not superscribed and closed, it will not be possible for the Commission to protect the complainant under the above resolution and the complaint will be dealt with as per the normal complaint policy of the Commission. The complainant should give his/her name and address in the beginning or end of complaint or in an attached letter.
- iii) Commission will not entertain anonymous/pseudonymous complaints.
- iv) The text of the complaint should be carefully drafted so as not to give any details or clue as to his/her identity. However, the details of the complaint should be specific and verifiable.
- v) In order to protect identity of the person, the Commission will not issue any acknowledgement and the whistle-blowers are advised not to enter into any further correspondence with the Commission in their own interest. The Commission assures that, subject to the facts of the case being verifiable, it will take the necessary action, as provided under the Government of India Resolution mentioned above. If any further clarification is required, the Commission will get in touch with the complainant.

4. The Commission can also take action against complainants making motivated/vexatious complaints under this Resolution.

5. A copy of detailed notification is available on the web-site of the Commission <http://www.cvc.nic.in>.

Public Notices

GOI Resolution on Public Interest Disclosure and Protection of Informer

The Government of India has authorized the Central Vigilance Commission (CVC) as the 'Designated Agency' to receive written complaints for disclosure on any allegation of corruption or misuse of office and recommend appropriate action.

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Issued in Public Interest by the Central Vigilance Commission, INA, Satarkta Bhawan, New Delhi.

Sd/-
Secretary
Central Vigilance Commission



भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड
Security Printing and Minting Corporation of India Limited

मिनिरत्न श्रेणी-I, सीपीएसई
(भारत सरकार के पूर्ण स्वामित्वाधीन)
Miniratna Category-I, CPSE
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No. SPMCIL/ VIG/ 3/09/06

Dated: 15th March, 2010


CIRCULAR

SUB: Tender Sample Clause.

3/13/2010
AMC

A copy of CVC Office Memorandum No.2EE-1-CTE-3 dated 15-10-2003 regarding Tender Sample Clause, is re-circulated here with to all for information & strict compliance.

2. The widest possible publicity should be given to this circular and all concerned should be informed.
3. If these guidelines are flouted in future it will prima-facie indicate a clear violation of guidelines and may invite a vigilance angle.
4. This issues with the approval of the competent authority.


(Ajay Nath) / S.3. 201
CVO

Encl: As above.

All GMs/HOD's
(Mints/Presses/Paper Mill),
SPMCIL.

CC:

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2. Director (T)/Director (F)/ Director (HR) /CVO
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8. Notice Board.

No. 2EE-1-CTE-3
Government of India
Central Vigilance Commission
(CTE's Organization)

Satarkta Bhavan, Block-A,
GPO Complex, INA,
New Delhi-110023
Dated - 15.10.2003

OFFICE MEMORANDUM

Sub: Tender Sample Clause

The Commission has received complaints that some organizations, while procuring clothing and other textile items insist on submission of a tender sample by the bidders though detailed specifications for such items exist. The offers are rejected on the basis of tender samples not conforming to the requirements of feel, finish and workmanship as per the 'master sample' though the bidders confirm in their bids that supply shall be made as per the tender specifications, stipulated in the bid documents.

2. While it is recognized that samples may be required to be approved to provide a basis in respect of indeterminable parameters such as shade, feel, finish & workmanship for supplies of such items but system of approving/rejecting tender samples at the time of decision making is too subjective and is not considered suitable, especially for items which have detailed specifications. The lack of competition in such cases is also likely to result in award of contracts at high rates.

3. It is thus advised that Government Departments/Organizations should consider procurement of such items on the basis of detailed specifications. If required, provision for submission of an advance sample by successful bidder(s) may be stipulated for indeterminable parameters such as, shade/tone, size, make-up, feel, finish and workmanship, before giving clearance for bulk production of the supply. Such a system would not only avoid subjectivity at the tender decision stage but would also ensure healthy competition among bidders and thus take care of quality aspect as well as reasonableness of prices.

4. It is requested that these guidelines may be circulated amongst the concerned officials of your organization for guidance. These are also available on the CVC's website, <http://cvc.nic.in>.

Sd/-
(A.K. Jain)
Technical Examiner
for Chief Technical Examiner

To
All CVOs of Ministries/Departments/PSUs/Banks/Insurance Companies/Autonomous
Organizations/Societies/UTs.