

भारत सरकार
प्रधान मुख्य आयकर आयुक्त का कार्यालय
आंध्रप्रदेश व तेलंगाना
10 वीं मंजिल, 'D' ब्लॉक, आयकर शिखर,
ऐ. सी. गार्ड्स, हैदराबाद-500004

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GOVERNMENT OF INDIA
Office of the
Pr. Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana
10th Floor, 'D' Block,
IT Towers, A.C.Guards,
Hyderabad – 500 004.
Telephone: 23425484 AC(Vig),
23425485 & 23425486(Section).

F.No. Con./Vig/14(190)/2018-19

Date:18.10.2018

To

The Director General of Income Tax(Inv.), Hyderabad,
The Chief Commissioner of Income Tax, Visakhapatnam / Vijayawada,
All the Pr. Commissioner / Pr. Directors of Income Tax, in AP & TS. Region,
All the Commissioners / Directors of Income Tax, in AP & TS, Region,
All the Addl./Jt.Commissioners of Income Tax, in AP & TS, Region,
All the Heads of Offices in AP & TS, Region.

Madam / Sir,

Sub: Observance of Vigilance Awareness Week – 2018
(29.10.2018 to 03.11.2018) – Reg.

Ref: The Board letter in F.No.DGIT(Vig)/(HQ)/PV/2018-19/4342
dated 10.10.2018.

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Please refer to the above.

2. I am directed to communicate that as directed by the Central Vigilance Commission, the department would be observing the "**Vigilance Awareness Week-2018**" from **29th October, 2018(Monday) to 3rd November, 2018(Saturday)**. The manner and details of observance are outlined in the Board letter dated 10.10.2018 and CVC Circular No.11/09/18 dated 24.09.2018, which is enclosed for ready reference, and for compliance at your end.


3. The administration of '**Integrity Pledge**' may be organized on **29th October**, at **11:00 AM** for all employees in your office. Apart from the above you may please conduct the various programs as per the instruction of the CBDT.

4. I am also directed to communicate that in respect of the Income Tax Offices situated at Income Tax Towers, Hyderabad, the Principal Chief Commissioner of Income Tax, Hyderabad will administer the **Pledge on 29.10.2018 at 11:00 AM at 1-D, Income Tax Towers, A.C. Guards, Hyderabad**. In respect of the other offices, the highest functionary of the respective station/building shall administer the **pledge on 29.10.2018 at 11:00 AM**.

5. A report on the observance of the Vigilance Awareness Week - 2018 may be sent to this office by **16.11.2018** as per format [Annexure-F] of the Board letter cited under the reference.

Yours faithfully,

Encl: As above.


(THOTA SUBRAHMANYAM) 10.2018
Deputy Commissioner of Income Tax,
(H.Qrs.)(Admn. & Vig),
Hyderabad.



सत्यमेव जयते

Directorate General of Income Tax (Vigilance)
2nd Floor, JLN Stadium,
New Delhi.

DGIT(Vig.)/(HQ)/PV/2018-19/4342

Dated: 10/10/2018

To

The Pr. Chief Commissioner of Income Tax, Hyderabad,
10th Floor, C-Block,
I.T. Towers, 10-2-3, A.C. Circle Guards,
Hyderabad - 500004

Sir/Madam,

Sub:- Observance of Vigilance Awareness Week, 2018 - reg.


Kindly refer to CVC's Circular No. 11/09/18 issued vide OM No. 018/VGL/033/39573C dated 24.09.2018 (copy enclosed) concerning Observance of Vigilance Awareness Week, 2018.

2. As per OM, it is communicated that the Commission has decided that this year the Vigilance Awareness Week would be observed from 29th October to 3rd November, 2018 with the theme "Eradicate Corruption-Build a New India".

3. In this regard, I am directed to request you kindly observe Vigilance Awareness Week from 29th October to 3rd November, 2018 with the theme "Eradicate Corruption-Build a New India". Further, all offices of Income Tax Department are advised to conduct activities relevant to the theme both within and outside their respective organizations, and to conduct outreach activities for public/citizens (as per CVC's OM).

Yours faithfully,

Encl. Above.


(RUKMANI ATTRI)
Jt. Director of Income Tax (Vig.)(HQ, A&C)
New Delhi

C. ALSO
There is an IRS foundation course being mounted this year at Hyderabad. Srinivas Gan has the details. Can we invite them on one of the days 29th Oct Friday. 03rd Nov is a Saturday!

Admin
Add C.T. # & (Kalgan)
1. Sphorti to do rangoli competition
2. Admin to organize painting / sketch / Essay / slogan / photography competition
3. One day some persons to speak on corruption
4. Any other idea

2mJ
15/10/18

Telegraphic Address :
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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-110023

सं./No. 018/VGL/033/395730

दिनांक / Dated 24.09.2018

Circular No.11/09/18

Subject : Observance of Vigilance Awareness Week, 2018.

1. In pursuit of the vision of the Government of India to make a New India by the year 2022, which is the 75th anniversary of our independence, the Central Vigilance Commission, as the apex integrity institution of the country, endeavours to promote integrity, transparency and accountability in public life.

2. Observance of Vigilance Awareness Week every year is part of the multi-pronged approach of the Commission where a key strategy is to encourage all stakeholders to collectively participate in the prevention of, and the fight against corruption and to raise public awareness regarding the existence, causes and gravity of and the threat posed by corruption. The Commission has decided that this year the Vigilance Awareness Week would be observed from 29th October to 3rd November, 2018 with the theme "Eradicate Corruption-Build a New India (भ्रष्टाचार मिटाओ- नया भारत बनाओ)".

3. Corruption can be defined as a dishonest or unethical conduct by a person entrusted with a position of authority, either to obtain benefits to oneself or to some other person. It is a global phenomenon, affecting all strata of society in some way or the other. Corruption undermines political development, democracy, economic development, the environment, people's health and much more. It is, therefore, imperative that the public must be sensitised and motivated towards efforts at weeding out corruption.

4. E-governance, and systemic changes in procedures, minimal discretion, reduced public interface, technology based procurement and automation will go a long way in reducing corruption. The Commission has, therefore, been advising all organizations/departments to identify and implement effective preventive measures to fight corruption and to enhance transparency and accountability in their functioning. All organizations should strive to eradicate corruption in their activities. The Commission has accordingly chosen "Eradicate Corruption-Build a New India (भ्रष्टाचार मिटाओ- नया भारत बनाओ)" as the main theme for Vigilance Awareness Week, 2018.

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1/10

सं. आ. नि. (सं.)
सं. उप. आ. नि. (सं.)
आ. ज. (सं.) (सं.) (सं.)
आ. एवं स. अ.

5. The observance of the Vigilance Awareness Week would commence with the Integrity Pledge (copy enclosed at Annexure 'A') by public servants in the Ministries/Departments/Central Public Sector Enterprises (CPSEs)/Public Sector Banks (PSBs) and all other Organisations on 29th October, 2018 at 11.00 a.m.

6. All Organisations are also advised to conduct activities relevant to the theme both within and outside their respective organizations, and to conduct outreach activities for public/citizens as indicated below :

A. Activities to be conducted within the organization:

- A1. Taking of Integrity Pledge by all employees. Employees may be encouraged to take e-pledge by visiting the website. Those who take the pledge verbally may be advised to record it through the website.
- A2. Conduct workshops/sensitization programmes for employees and other stake holders on policies/procedures of the organization and on preventive vigilance measures.
- A3. Conduct various competition such as debates, quiz etc. for the employees and their families on issues relating to anti-corruption.
- A4. Use organizational website for dissemination of employees/customer oriented information and to make available avenues for redressal of grievances.
- A5. Bring out special issue of journals/newsletters on vigilance issues, systemic improvements and good practices adopted for wider dissemination and awareness.
- A6. Distribute pamphlets/handouts on preventive activities, whistle blower mechanism and other anti-corruption measures.
- A7. Promote the concept of e-Integrity Pledge by persons with whom the organization deals with.

B. Outreach activities for public/citizens:

- B1. Organizations may undertake activities such as walkathons/ marathons / cyclathons etc., and organise human chains, street plays, public functions etc. which have visibility and mass appeal across all strata of society.
- B2. Display of hoardings, banners, posters and distribution of handouts etc. at prominent locations/places in offices/ field units and also at places with public interface (eg. branches of Banks, Petrol Pumps, Railway Stations, Airports etc.).
- B3. Organize grievance redressal camps for citizens/customers by organisations having customer oriented services/ activities. Similarly, vendor meets may be organised wherever necessary. It is expected that such camps/meets are held by the organisation not only at headquarters but also at all appropriate field units.

- B.4. Extensive use may be made of social media platforms , bulk SMS/E-mail, Whatsapp, electronic and print media etc. for spreading awareness.
- B5. The Commission has actively promoted the concept of “Integrity Pledge”. Two Integrity Pledges are available, one for enlisting support and commitment of the citizens and the other for corporate/entities/firms etc. (Annexure ‘A’ & ‘B’). All Ministries/Departments/Organisations need to make renewed and concerted efforts towards disseminating and publicising the ‘Integrity Pledge’ amongst all employees, their families, vendors/ suppliers/ contractors/ stakeholders, students, citizens etc. so as to elicit wider participation for the initiative of the Commission. The online “Integrity Pledge” is available on the CVC’s website <http://www.cvc.nic.in> and can also be accessed through the hyperlink provided by the Ministries/Departments/Organisations.
- B6. Stressing creation of awareness of the ill-effects of corruption amongst school and college students, the Commission desires that special efforts may be made by each field unit/branch of every Organisation/CPSE to reach out to students in at least 2 schools and 3 colleges.

In this regard, various activities such as lectures, panel discussions, debates, quiz, essay writing, slogans/elocution/cartoon/poster competitions on moral values, ethics, good governance practices etc. may be organized so as to generate healthy debate on the ill effects and prevention of corruption and for ensuring active participation of students of schools/colleges/professional colleges. In order to ensure wide coverage of cities/towns across the country, it is proposed that the various organizations along with field units/branches may conduct outreach activities in schools and colleges in the cities/towns as indicated at Annexure ‘C’ and ‘D’.

- B7. Activities conducted in schools and colleges need to be sustained over a period of time to ensure that ethical values are ingrained permanently in the minds of the younger generation. All organizations may therefore, encourage establishment of ‘Integrity Clubs’ in schools and colleges as children are the future assets of the country and it is important to cultivate moral values in them.
- B8. Organise “Awareness Gram Sabhas” for dissemination of awareness in Gram Panchayats (in rural and semi-urban areas) to sensitise citizens on the ill-effects of corruption. As past practice, Public Sector Banks need to conduct “Awareness Gram Sabhas” at branch level in at least two Gram Panchayats. Other organizations may also organise “Awareness Gram Sabhas” wherever possible. While organising Gram Sabhas and seminars the participation of non-government organisations, corporates in the private sector, other institutions, service organisations and participation of public in the area may be ensured.

In this regard, the CVOs of PSBs along with the CMD or his nominee may hold a meeting/ video conference with the Heads of their Circle and Regional Offices, Branch Managers, Vigilance Managers and Vigilance Officers to finalise action plans for conducting “Awareness Gram Sabhas” and to monitor the same. The Head of the Regional Office (or of the circle if there are no Regional Offices) may function as the Nodal Officer for successful implementation of this activity by the

branches under their jurisdiction. Indicative list of activities which can be conducted as part of "Awareness Gram Sabhas" is at Annexure 'E'.

- B9. While in the rural and semi-urban areas "Awareness Gram Sabhas" would suffice, in the urban areas, public can be engaged in discussion about corruption by organising "Seminars/Workshops". Hence, all Organizations are requested to hold at least one such seminar at their headquarters/regional offices.

Similarly, PSBs may also ensure that their branches located at block headquarters and district headquarters organize such seminars at each block and at each district headquarters. For this purpose the various bank branches at block and district level may like to coordinate their activities with each other.

- B10. Vigilance Study Circles may also participate actively in the VAW by conducting any or all of the outreach activities.

7. The Commission expects all organizations to conduct various activities with zeal and enthusiasm to achieve the Commission's objective to eliminate corruption in public life. Although all activities need to be conducted during the Vigilance Awareness Week, however, in case of exigencies/ school holidays etc., the same can be conducted before or after the Vigilance Awareness Week.
8. A report on the observance of the Week may be sent by all Ministries/ Departments/ Organisations to Central Vigilance Commission as per the format enclosed at Annexure 'F' by 30th November, 2018.
9. This notification is also available on the Commission's website at <http://www/cvc/nic.in>


(P Daniel)

Additional Secretary

Encl: As stated.

To

- (i) The Secretaries of all Ministries/ Departments of Government of India
- (ii) The Chief Secretaries of all States/ Union Territories
- (iii) The Comptroller & Auditor General of India
- (iv) The Chairman, Union Public Service Commission
- (v) The Chief Election Commissioner, Election Commission
- (vi) Chief Executives of all CPSEs/Public Sector Banks/ Public Sector Insurance Companies/ Financial Institutions/ Autonomous Organisations/ Societies.
- (vii) All Chief Vigilance Officers in Ministries / Departments/ CPSEs/ Public Sector Banks/ Public Sector Insurance Companies/ Financial Institutions/ Autonomous Organisations/ Societies.



Integrity Pledge for Citizens

I believe that corruption has been one of the major obstacles to economic, political and social progress of our country. I believe that all stakeholders such as Government, citizens and private sector need to work together to eradicate corruption.

I realise that every citizen should be vigilant and commit to highest standards of honesty and integrity at all times and support the fight against corruption.

I, therefore, pledge:

- To follow probity and rule of law in all walks of life;
- To neither take nor offer bribe;
- To perform all tasks in an honest and transparent manner;
- To act in public interest;
- To lead by example exhibiting integrity in personal behaviour;
- To report any incident of corruption to the appropriate agency.



Integrity Pledge for Organisations

We believe that corruption has been one of the major obstacles to economic, political and social progress of our country. We believe that all stakeholders such as Government, citizens and private sector need to work together to eradicate corruption.

We acknowledge our responsibility to lead by example and the need to put in place safeguards, integrity frameworks and code of ethics to ensure that we are not part of any corrupt practice and we tackle instances of corruption with utmost strictness.

We realize that as an Organisation, we need to lead from the front in eradicating corruption and in maintaining highest standards of integrity, transparency and good governance in all aspects of our operations.

We, therefore, pledge that:

- We shall promote ethical business practices and foster a culture of honesty and integrity;
- We shall not offer or accept bribes;
- We commit to good corporate governance based on transparency, accountability and fairness;
- We shall adhere to relevant laws, rules and compliance mechanisms in the conduct of business;
- We shall adopt a code of ethics for all our employees;
- We shall sensitise our employees of laws, regulations, etc. relevant to their work for honest discharge of their duties;
- We shall provide grievance redressal and Whistle Blower mechanism for reporting grievances and fraudulent activities;
- We shall protect the rights and interests of stakeholders and the society at large.

Report on Vigilance Awareness Week-2017

Name of the Organisation :

1. **Brief write up** on the activities conducted during Vigilance awareness Week-2017, (in about 1000 words)
2. Details in respect of activities conducted within the organisation and outside the organisation during the Vigilance Awareness Week
 - a) Integrity Pledge facilitated by the organisation

Table-1: Integrity Pledge

Total no. of employees who have undertaken e-pledge	Total no. of customers who have undertaken e-pledge	Total no. of citizen who have undertaken e-pledge

- b) Activities/events organised within the organisation

Table-2: Conduct of competitions

Name of State	City/Place	Specify program (Debate/Elocution/Panel discussion etc.)	Name of first two winners	No. of participants	Whether copy of winning activities attached

Table-3: Other Activities

Sl. No.	Activities	Details
1.	Distribute Pamphlets/Banners	
2.	Conduct of Workshop/Sensitization programmes	
3.	Issue of Journal/Newsletter	
4.	Any other activities	

c) Activities outside the organisation

Table-4: Involving students in Schools

Name of State	Name of city/town/village	Name of School	Details of activities conducted (date of activities may also be mentioned)	No. of students involved	Whether copy of award winning activities attached
Total					

Table-5: Involving students in Colleges

Name of State	Name of city/town/village	Name of College	Details of activities conducted (date of activities may also be mentioned)	No. of students involved	Whether copy of award winning activities attached
Total					

Table-6: "Awareness Gram Sabhas"

Name of State	Name of city/town/village	Name of Gram Panchayat where "Awareness Gram Sabha" is held	Details of activities conducted (date of activities may also be mentioned)	No. of public/citizens participated
Total				

Table-7: "Seminars/Workshops"

Name of State	Name of city/town/village	No. of seminars/workshops organised	Details of activities conducted (date of activities may also be mentioned)	No. of public/citizens participated

Table-8 Other activities

Sl. No	Activities	Details
1.	Display of Banners/Posters etc	
2.	No. of grievance redressal camps held	
3.	Use of Social Media	

3. Details of Photos enclosed

(Photos may kindly be sent alongwith captions and also place & date of event)

Name of the activities held	No. of Photos	Whether photos are in sent in soft copy or hard copy	If in soft copy, number of CDs attached