



भा.कृ.अनु.प. – भारतीय मृदा एवं जल संरक्षण संस्थान
२१८, कौलागढ़ रोड, देहरादून २४८ – १६५ (उत्तराखंड)
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Dr M. Muruganandam
Principal Scientist & Vigilance Officer

No. 03 /Vigilance Notice/ 2020
Date: 22nd Sep., 2020

To

The CAO/AO/AAO (S&P)/B&M Section/OIC (Farm)/Nodal Officer
(SCSP/STSP)/Vehicle Section, ICAR-IISWC, Dehradun

Sub: Notification regarding the participation of the S&P, B&M, Vehicle Section, Nodal Officer (SCSP/STSP), and Office Admin in effecting the vigilance requirements

Sir/Madam,

This is to inform that at times the Vigilance Officer is not being provided with office transfer orders, sanction/work orders by the relevant sections including the Office Administration, Store & Purchase (S & P), Building & Maintenance (B&M), Vehicle Section, and such other sections wherefrom Sanction orders or Administrative transfer orders issued.

It is therefore requested that a **SOFT COPY** of the **Offer of appointments, and transfer orders of Admin Section, sanction/supply orders of S&P Section, and tenders, sanction/work orders of all the works/purchases executed by the B&M Section** may invariably be marked to the Vigilance Officer (mail2mmm20@gmail.com) of the Institute for information and to promote administrative, participative and preventive vigilance at the Institute.

Also, the following points around the CVC guidelines may be considered w.r.t vigilance interest at the Institute:

1. All the sensitive posts such as DDO, Cashier, Store Keeper, Personal dealing officials, Store and Purchases, B&M section, vehicle section, Nodal Officer (SCSP/STSP) etc. may periodically rotated amongst available and eligible staffs of the Institute. While effecting transfers/rotation, the required emotional intelligence may be protected/maintained in order to avoid unnecessary transit problems.
2. The purchases to be done through GEM and as per the GFR provisions.
3. The payments to suppliers, contractors etc. to be released electronically.
4. The tender enquiries, corrigenda thereon and details of bid awards must be published on the Central Public Procurement Portal (CPPP) and the bids be received through e-procurement portals in respect of procurements, wherever applicable.
5. Display the contract/bid/auction agreements: upload all the contract agreements on the Institute's website to promote transparency, accountability, following rule of law.
6. The empanelled bidders for B&M works may be maintained and furnished to the Office and Vigilance Section periodically for information and record.

The content of this notification may be brought to the notice of all concerned officials/Sections of the Institute.

Thanking you,

Yours sincerely,

(M Muruganandam)