



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..... 023/VGL/121/19534

दिनांक / Dated..... 19.02.2024

Circular No. 04/02/24

**Subject: Uniformity in levels of processing of vigilance cases – reg.**

- Ref:- (i) Commission's Circular No. 000/VGL/18 dated 23.05.2000  
(ii) Commission's Circular No. 02/01/16 dated 18.01.2016  
(iii) Commission Circular No. 18/12/20 dated 14.12.2020  
(iv) Commission Circular No. 21/12/21 dated 03.12.2021

Central Vigilance Commission has issued guidelines from time to time, prescribing the time limit for completion of different stages of actions in vigilance related matters.

2. It has been observed that there are occasions when action in vigilance matters has been unduly delayed. One of the reasons for such delay has been found to be that the levels of examination / processing of vigilance matters are more than the required levels. The levels of processing of vigilance matters in different organizations also lacks uniformity.

3. It may be noted that D/o Administration Reforms & Public Grievances (DARPG) vide their OM No. 30011/12/2015-O&M-Pt.I (6452) dated 12.03.2021 have issued guidelines prescribing that "each ministry/ department shall review the instructions on levels of disposal and channels of submission keeping in view that the number of levels shall not exceed four by delegating powers to lower formation".

4. The Commission has desired that in order to avoid delay in vigilance matters, the organizations concerned should review the levels of processing of such matters and should bring down the levels to a maximum of four. The limit of four levels would be applicable to each administrative unit separately, in the hierarchy of the organisation concerned. In this regard, each organisation may take the following steps:

- (i) Delaying.
- (ii) Adoption of Desk Officer System in Vigilance Wing.
- (iii) Delegation of powers, wherever possible (with due approval), to ensure limiting the steps / layers for decision making to four, including merger of levels.

5. The above guidelines may be noted for compliance with immediate effect. The CVOs of respective organizations may bring these guidelines to the notice of the Chief Executive Officer of their organization.



(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