



प्रभाग  
DIVISION



दि स्टेट ट्रेडिंग कार्पोरेशन ऑफ इंडिया लिमिटेड  
(भारत सरकार का उद्यम)

THE STATE TRADING CORPORATION OF INDIA LTD.  
(A Govt. of India Enterprise)

**VIGILANCE DIVISION  
CIRCULAR(REVISED)**

STC/CO/VIG/01148/2019(VAW2023)

15.09.2023

**Sub. :** Observance of Vigilance Awareness Week 2023(VAW) with focus on Preventive Vigilance measures: 3 months campaign (16<sup>th</sup> August, 2023 to 15<sup>th</sup> November, 2023) as prelude to VAW 2023 - reg.

**Ref. :** (i) CVC Circular No. 06/08/23 dated 02.08.2023  
(ii) CVC's letter No. 022/VGL/029 dated 08.08.2023  
(iii) MoC&I OM No. C-31011/11/2023-Vigilance dated 14.08.2023

Reference is invited to Vigilance Division Circular No. STC/CO/VIG/01148/2019 (VAW2023) dated 14.08.2023 & 14.09.2023 on the captioned subject. It has been decided to reconstitute the committees of concerned officials for monitoring the implementation of activities to be undertaken during the three months campaign period (16.08.2023 to 15.11.2023) of VAW 2023, as under:

S. No.	Focus area prescribed by CVC for undertaking 3 months campaign	Activities to be undertaken by concerned officials	Working Group for monitoring the implementation of activities
(I)	(II)	(III)	(IV)
I.	Awareness building about Public Interest Disclosure and Protection of Informers(PIDPI) Resolution	Vigilance Division, C.O., Agra Branch/ Representative Offices to ensure – i)To undertake campaigns to spread awareness of PIDPI ii)Display PIDPI Posters on Notice Boards/prominent in local languages. iii)To make video/jingles/other media for dissemination of PIDPI provisions & to upload the same on social media. iv)To organize talk/seminars/gram sabhas explaining the provisions of PIDPI Resolution.	Sh. J K Patel, DGM & Sh. Sameer Kashyap, Manager  -to monitor and ensure the progress of activities on weekly basis and to submit the report to Vigilance Division latest by 17.11.2023.
II.	Capacity Building programs – Trainings to be imparted by trainers in the respective fields through Video Conferencing or otherwise: i) Public Procurement -	Personnel Division to ensure Training of Trainers in the respective areas. The respective Trainers to ensure training to other officials at regular intervals within the campaign period.	Sh. S K Meena, JGM & Ms. Etika Sethi, Manager  -to ensure that trainings are conducted on weekly basis and submit the report to

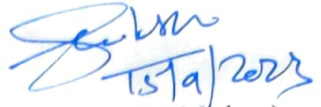
पंजीकृत कार्यालय : जवाहर व्यापार भवन, टॉलस्टॉय मार्ग, नई दिल्ली-110001 / Regd. Office : Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi-110001  
कॉर्पोरेट पहचान संख्या / Corporate Identity No. : L74899DL1956GOI002674

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“हिन्दी में प्राप्त पत्रों का स्वागत है।”

	<b>DGM(RKA)</b> ii) Systems and Procedures of the organization- <b>DGM(ST)</b> iii) Cyber hygiene and Security- <b>Mgr(KC)</b> iv) Ethics and governance- <b>DGM(AM)</b> v) Role of IO/PO in conducting inquiries- <b>Mgr(SV)</b>		Vigilance Division latest by 17.11.2023.
III.	Identification and implementation of Systemic improvement measures.	To identify & implement the Systemic improvement measures.	Ms. Champa Devnani, Manager(Vig.) & Sh. Sanjay Verma, Manager(Vig.)  -to monitor & ensure the progress made on weekly basis & to submit report latest by 17.11.2023.
IV.	Leveraging of IT for complaint disposal	To explore the possibility for creation of online portal for receipt & tracking of complaints.	Ms. Sonal Taneja, DGM & Sh. Kaushik Chanda, Manager(IT)  -to submit the report in the matter latest by 17.11.2023.
V.	Updation of Circulars/Guidelines/Manuals	To identify the areas for updation of Circulars/ Guidelines/Manuals in line with Department of Expenditure Manuals to ensure transparency.	Sh. S K Meena, JGM Sh. J K Patel, DGM Sh. Akhil Mathur, DGM Sh. R K Awasthi, DGM Ms. Sonal Taneja, DGM Sh. B S Rao, CM-F to ensure identification and implementation of the activities and to submit the report latest by 25.09.2023.
VI.	Disposal of complaints received before 30.06.2023.	To ensure disposal of complaints pending received on or before 30.06.2023 during the campaign period.	Sh. Shailesh Kumar Mishra, Manager & Ms. Champa Devnani, Manager(Vig.) & to monitor & ensure the progress made on weekly basis & to submit report latest by 17.11.2023.

This issues with the approval of CVO.

  
( Shailesh Kumar Mishra )  
HoD & Manager(Vig.)

To :

1. ES to CMD
2. ES to Director(Fin.)
3. All Divisional Heads (Trade Recovery Divisions, Personnel Divisions, MSD, Finance Divisions, AUD, GAD, Legal)
4. Circular File-Vig. Division, C.O.