

# Online Training Courses on **VIGILANCE MANAGEMENT** (5 HALF DAYS) **PREVENTIVE VIGILANCE** (4 HALF DAYS)



## Calendar: AUGUST-SEPTEMBER 2022

Designed for Vigilance Officers and Induction & Mid-Level Non-vigilance Officers in the Government of India, PSEs, Public Sector Banks and Autonomous Bodies.



# PARI TRAINING INSTITUTE



## ABOUT PARI

PARI Training Institute was established in 2017 with a view to undertake meaningful research on parliamentary and administrative issues in India and provide capacity building courses on Parliamentary Procedures, Public Policy Management, Public Health Policy Administration, Anti-Corruption and Vigilance Management, Gender Sensitisation, Mental Health: First Aid etc. which enable the stakeholders to build their capacity and be efficient in public service. The capacity building courses are tailor-made for officers of the Ministries/Departments, Autonomous bodies and PSEs under the central government. PARI has organised joint International courses on “Anti- Corruption in a Parliamentary Democracy” in collaboration with DODS, London and an online course on Hospital Procurement Vigilance. Both these courses were highly appreciated by the beneficiaries.

## INTRODUCTION

A proper vigilance management is the key to good governance. The Central Vigilance Commission has been playing a pivotal role in inculcating ethical values and integrity in the public servants. The mission and vision of the CVC has been to promote integrity in the governance process by creation of a credible deterrence against corruption through prompt enforcement of anti-corruption laws and regulations; Undertaking effective preventive measures to minimize the scope of corruption and Raising public awareness to inculcate ethical values and reduce society’s tolerance towards corruption. PARI Training Institute with a view to supplement the efforts of the CVC towards building a corruption free governance has come out with two courses on vigilance: (i) Vigilance Management for Vigilance officers and (ii) Preventive Vigilance for Non-Vigilance Officers based on CVC Recommended Module.

### **(i) Five Half Days (10.00 am to 2.00 pm) Online Course on Vigilance Management for Vigilance Officers**

#### **Topics to be Covered**

- Overview of Vigilance Management in India;
- Role of Parliament in Vigilance Management;
- Institutional and Legal set up in India for Vigilance Management;
- CVC: Role, power and functions;
- CBI: Role, power and functions;
- Salient features of Prevention of Corruption Act 1988 and Amendment of 2018;
- Role of RTI in Vigilance Management;
- Role and functions expected of Chief Vigilance Officers;
- Complaint handling and processing in an organization;
- Whistle blower mechanism in India;
- Vigilance Investigation and preparation of Report;
- Processing of CVOs recommendations;
- Role of Disciplinary authorities;
- Procedures for disciplinary actions-penalties;
- Procedures for conducting departmental enquiries;
- Implementation and effect of major and minor penalties.

#### **Course Calendar (Vigilance Management)**

**Batch-V : August 22 to 26, 2022**

**Batch-VI : September 12 to 16, 2022**

**Course Fee: 12000 (+18% GST Per Participant)**

<b>Batch</b>	<b>Nomination must be received on</b>
<b>Batch V</b>	<b>August 8, 2022</b>
<b>Batch VI</b>	<b>August 29, 2022</b>

## **(ii) Four Half Days (10.00 am to 1.30 pm) Online Course on Preventive Vigilance for Induction and Mid-Level Non-vigilance Officers**

(Module Recommended by Central Vigilance Commission)

### **Topics to be Covered**

#### **Lectures & Case Studies**

##### **1. Preventive Vigilance: A Conceptual Framework**

###### **SUB-THEMES**

- Overview of Vigilance Functions including Evolution;
- Punitive, Participative and Preventive Vigilance;
- Importance of Preventive Vigilance;
- Examples of best Practices both within India and Abroad on Preventive Vigilance;
- Procurement, Including e-procurement and Government e-marketplace-need for Efficiency and Transparency;
- Audit – An Overview.

##### **2. Case Studies on Preventive Vigilance (Best Practices)**

At least discussion on Two case studies related to the organization in the area of initiative on Preventive Vigilance.

- Experience sharing with the Moderator.

#### **Group Discussion & Presentations**

##### **Group Discussions on Preventive Vigilance Measures on the Following Topics:**

###### **1. Procurement Principles**

- i. Cannons of Procurement
- ii. CVC Guidelines
- iii. Government E-marketplace
- iv. E-Procurement

###### **2. Audit**

- i. Objectives of Audit
- ii. Compliance
- iii. Statutory
- iv. Performance
- v. Internal/Concurrent
- vi. Forensic

###### **3. Whistle Blower Mechanism**

- i. Internal in every organization
- ii. Protection of Whistle Blower
- iii. Feedback on Action Taken
- iv. Use of Technology

###### **4. Ethics**

- i. Evolution Over Ages

- ii. Ethical Dilemma-Case studies

- iii. Conflict of Interest

###### **5. Technology as an Enabler**

- I. Leveraging Technology
- II. Cyber Crime
- III. Innovation

###### **6. E-Governance**

- i. Process Re-engineering
- ii. Reducing Discretion

###### **7. Conduct Rules**

- i. Overview
- ii. Constitutional Basis
- iii. Major Provisions: Control, Discipline and Appeal Rules (relevant service rules).

###### **8. Right to Information**

###### **9. Complaint Handling System**

###### **10. Transparency**

#### **Activities**

1. A minimum of 6 Groups has to be constituted on the above indicated topics.
2. The groups should identify the bottlenecks in the vertical which make it vulnerable to corruption or lack of transparency and efficiency in the implementation of schemes etc.
3. The groups should suggest preventive measures to plug the bottlenecks with time-lines'.
4. The groups should prepare a power-point presentation (10 slides).
5. The groups to make a presentation on their subjects before the Expert Panel: Time for presentation-10 minutes; Q and A -10 minutes each.
6. The expert panel to discuss Preventive Vigilance as a strategy and also to comment on each group's presentation.
7. Valediction and closing of the programme.

**Course Calendar (Preventive Vigilance)**  
**Batch-XI : August 30 to September 2, 2022**  
**Batch-XII : September 27 to 30, 2022**  
**Course Fee: 8000 (+18% GST Per Participant)**

**Batch**                      **Nomination must be received on**  
**Batch XI**                      **August 16, 2022**  
**Batch XII**                      **September 12, 2022**

**NOTE: Nomination of 5 or more participants in a single course will get 10% discount or 6th nomination completely free.**



**PARI TRAINING INSTITUTE**

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**Fee Payment**

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**Expert Panel Members**



**Dr. Yogendra Narain**  
(IAS Retd.) Former  
Secretary General,  
Rajya Sabha

Dr. Narain is a 1965 batch retired Indian Administrative Service (IAS) officer of Uttar Pradesh cadre. He has served as the Founder-Chairman of the Greater NOIDA Industrial Development Authority and of the National Highway Authority of India. Dr. Narain also served as a Secretary-General for Rajya Sabha – the Upper House of the Parliament of India. He retired from the Indian Administrative Services after serving for over 42 years. He has worked in various capacities in the administration in the State of Uttar Pradesh and the Government of India. He served as the Principal Secretary to the Governor of Uttar Pradesh; as Secretary, Ministry of Surface Transport, Government of India; Chief Secretary of Government of Uttar Pradesh and Defence Secretary to the Government of India. Dr. Narain holds degrees such as B.Sc., M.A. (Political Science), Diploma in Development Economics, M. Phil and Ph.D. He is currently the Chancellor of Hemwati Nandan Bahuguna Garhwal University situated in Srinagar Garhwal.



**Sh. Anindo Majumdar**  
IAS (Retd), Former  
Secretary, Central  
Vigilance Commission

Shri Anindo Majumdar is a retired officer of the Indian Administrative Service of the 1985 batch. He retired from the post of Secretary, Central Vigilance Commission in August, 2020. Shri Majumdar has served in Arunachal Pradesh, Mizoram, Delhi and the Andaman and Nicobar Islands. Some of the key posts held by him are: Secretary, CVC, Chief Secretary, Andaman and Nicobar Administration, Principal Secretary, GNCTD, Joint Secretary, Department of Agriculture and Cooperation, Govt. of India, Deputy Chairman, Kolkata Port Trust, Deputy Commissioner, Andaman District, Deputy Commissioner, East Kameng District etc. Shri Majumdar also served as a Capacity Development Advisor in the United Nations Development Programme in Afghanistan between 2011 to 2013. Shri Majumdar has a MBA degree from the University of Hull, UK and a MA degree in Economics from the Delhi School of Economics, University of Delhi.





**Mrs. Garima L. Bhagat**  
Chief Vigilance Officer,  
Employees' State  
Insurance Corporation

Mrs. Garima Lohani Bhagat is presenting working as Chief Vigilance Officer in Employees' State Insurance Corporation (ESIC), She is an Indian Revenue Service Officer in the rank of Commissioner of Income Tax. She has 25 years of public service experience in Govt. of India. She has also served as Joint Director General in the Competition Commission of India, the apex anti-trust body, dealing with investigation of various types of anti-competitive market practices and frauds in procurement such as investigation of cartels, abuse of market dominance in diverse sectors of economy such as airlines, railways, power consultancy market, pharma, coal, automobile manufacturing etc. She has been assigned important and sensitive investigations by CVC from time to time including being member of the core group on developing e-learning for vigilance functionaries. She has been a regular visiting faculty in various apex training institutions of the Govt. of India such as, National Police Academy, ISTM etc. A brilliant student all her life, she has won gold medals in most of her examinations. To name a few are 12th Board Rank 1 in 1990, B Tech Gold Medalist and Indian Engineering Service Topper in 1994, Law Degree in 2011 Gold Medalist. At the moment she is pursuing her Ph D on Procurement from IIT, New Delhi. She regularly contributes articles in mainstream media such as Times of India, Hindustan Times etc as well as Outlook magazine. She is author of three bestselling books relating to taxation on Income from House Property, Salaried Employees and Capital Gains. And last but not the least, she has been a motivational speaker for the prestigious and world-renowned TED talks in November 2018 and it was titled Musings of an Exam Warrior.

## Guest Faculties



**Shri Surjit Singh**  
Director (Retd),  
Central Vigilance  
Commission

Shri Surjit Singh has wide and deep understanding of the Vigilance set up of the various Central Government Organisations. He has handled wide variety of Vigilance cases pertaining to Railways, Steel, Mines, Atomic Energy, Industry, Power, Electronics, Science & Technology, Banking; and Insurance sectors. He has conducted over 100 departmental Inquiries in respect of senior officers of the Government as Commissioner for Departmental Inquiries (CDI) while in the Central Vigilance Commission. He has delivered lectures and conducted workshops on all aspects of Vigilance related matters in various PSEs, Banks and other Government Organisations/ Training Academics and Institutes. He has also worked as Advisor(Vigilance) for SAIL and NBCC. He is presently engaged in the work of conducting Departmental Inquiries against Officers of Central Government and PSEs.



**Shri J. Vinod Kumar**  
Former Director, Policy  
& Coordination, Central  
Vigilance Commission

Shri J. Vinod Kumar recently retired as Director (Policy and Co-ordination) of the Central Vigilance Commission (CVC), the apex anti-corruption institution of India. CVC is mandated under the CVC Act, 2003 for exercising superintendence over the Vigilance Administration and functioning of Central Bureau of Investigation (CBI). Shri J. Vinod Kumar is a veteran with over 37 years of knowledge & experience in all aspects of Vigilance Administration and Anti-corruption policy and its implementation. In addition, he possesses vast knowledge in review of existing practices, procedures, and assisted the CVC in devising fresh guidelines and advisories for the Central Govt. Departments, CPSEs, PSBs, PSICs, FIs and Autonomous Bodies etc. He has also served in the Corporate Vigilance setups of Indian Oil Corporation Ltd. (IOCL) and Oil and Natural Gas Corporation (ONGC) on deputation. He represented/ was part of Indian Delegation at various fora; UNODC for UNCAC meetings, G20 and BRICS Anti-corruption Working Group meetings, at OECD Anti-Bribery Convention, other International conferences etc. A regular faculty of CVC for induction trainings for Chief Vigilance Officers (CVO) conducted by CVC, CBI etc., since 1998. Also, as faculty for other training institutes like ISTM, CBI Academy, National Police Academy and other training centres of CPSEs and Public Sector Banks on diverse areas of Vigilance Administration, Anti-Corruption matters, Service & Disciplinary matters.



**Shri Mukesh Chaturvedi**  
Director (Retd.),  
DoPT, Govt. of India

Shri Mukesh Chaturvedi retired as a Director from the DoPT, Govt. of India. He was dealing with the policy matters relating to CCS (CCA) rules, conduct rules, sexual harassment etc. Most of his career he has worked in vigilance, including in the CVC, DGS&D and EPFO. He has been IO, PO, and Defence Assistant in several cases. Since 2003 he has been a regular faculty, and have trained thousands of participants including in the ISTM, CBI Academy, Sardar Patel Academy etc. He has also often invited by the UTs like the Andamans, and Lakshadweep etc. He has run several courses for leading PSEs like MOIL, NMDC, Mahanadi Coal etc. He has written two books. The first one is about "Sexual Harassment Conducting Inquiry as per Service Rules", and the second one is on "Compulsory Retirement".



**Sh. P. C. Gupta,**  
Administrative Officer,  
KWDT, Ministry of Jal  
Shakti, Govt. of India

Shri Gupta Ji is a retired Indian Civil Accounts Service officer. He recently retired as Assistant Controller of Accounts from Ministry of Finance on 30.09.2018. He is currently re-employed as Administrative Officer in Krishna Water Disputes Tribunal, Ministry of Jal Shakti. He brings in a wide and rich experience of 40 years in central government in the fields of Administration, Finance and Accounts. He has been a guest faculty in National Academy of Broadcasting & Multimedia (NABM), Institute of Sector Training & Management (ISTM), Institute of Govt Accounts & Finance (INGAF). He is also frequently invited as a guest Speaker in conferences, workshops etc organised by various ministries/departments. We are privileged to have sir partake in this initiative with us.



**Course Director, PARI**  
**Shri S. Bal Shekar**  
Former Secretary  
General,  
Lok Sabha, Parliament  
of India

Shri S. Bal Shekar has a rich experience of 33 years in the Administrative/ Executive/ Legislative/ Committee services in the Indian Parliament including being Chief of Protocol and Conference Branch involving event management and visits to various countries on conference duty as Secretary to Parliamentary delegations. He has rendered advice on various matters of Parliamentary practice and procedure to the Hon'ble Speaker and to the Lok Sabha. Being the head of the Lok Sabha Secretariat, he has handled all aspects of administrative work of the Secretariat consisting of about 3000 employees. He has been a permanent faculty member of the Bureau of Parliamentary Studies and Training, which is an institution under the Lok Sabha imparting training to members of parliament, speakers and officers of parliament from various countries all over the world. He has organized several international and national level conferences on parliamentary matters, apart from organizing various ceremonies and functions in the Central Hall of Parliament including arrangements for addresses by international dignitaries such as the U.S. President, etc.



**Director, PARI**  
**Dr. Narmadeshwar Prasad**  
Ex. Addl. Director,  
Rajya Sabha,  
Parliament of India

Dr. Prasad is the founder Director of Parliamentary and Administrative Research Institute (PARI) in New Delhi. He has worked in different capacities in Rajya Sabha Secretariat for over 23 years. He has a vast experience in parliamentary procedures. He took VRS from his service in 2017 and founded Parliamentary and Administrative Research Institute (PARI) with a view to impart training to officers of the government, PSEs and Autonomous bodies under the central government. He has done M.A., M Phil and Ph.D. from the School of International Studies, Centre for International Politics, Organisation and Disarmament, Jawaharlal Nehru University, New Delhi.

## Our Client Organisations (Since November 2017)

### GOVERNMENT OF INDIA

1. Ministry of Personnel, P.G. and Pensions, Department of Pension & Pensioners Welfare, New Delhi
2. Department of Personnel and Training (DoPT), New Delhi
3. Ministry of Tribal Affairs, New Delhi
4. Ministry of Earth Sciences, New Delhi
5. Ministry of Electronics and Information Technology, New Delhi
6. Ministry of Development of North Eastern Region, New Delhi
7. Department of Space, Bangalore
8. Department of Scientific and Industrial Research (DSIR), New Delhi
9. Ministry of Road Transport & Highways, New Delhi
10. Ministry of Communication (Department of Posts), New Delhi
11. Ministry of Health & Family Welfare, New Delhi
12. Ministry of Shipping, New Delhi
13. Ministry of Commerce & Industry, Department of Industrial Policy & Promotion, New Delhi
14. Department of Health Research, New Delhi
15. Ministry of Parliamentary Affairs, New Delhi
16. Ministry of Coal, New Delhi
17. Department of Revenue, Ministry of Finance, New Delhi
18. Ministry of Human Resource Development, New Delhi
19. Ministry of Tourism, New Delhi
20. Department of Youth Affairs, New Delhi
21. Department of Agricultural Research and Education, New Delhi
22. Ministry of Power, New Delhi
23. Indian Council of Medical Research, Department of Health, New Delhi
24. DRDO, Department of Defence Research, New Delhi
25. Department of Economic Affairs, Ministry of Finance, New Delhi
26. Department of Empowerment of Persons with Disabilities (Diyangjan), Ministry of Social Justice, New Delhi
27. Ministry of Education, New Delhi
28. Department of Drinking Water & Sanitation, New Delhi.
29. Department of Justice, New Delhi

### PUBLIC SECTOR ENTERPRISES

1. National Aluminium Company (NALCO), Bhubaneswar
2. Bharat Heavy Electricals Limited (BHEL), New Delhi

3. Hindustan Aeronautics Limited (HAL), Bangalore
4. Central Coalfields Limited (CCL), Ranchi
5. South Eastern Coalfields Limited (SECL), Bilaspur
6. Mahanadi Coalfields Limited (MCL), Sambalpur
7. Western Coalfields Limited (WCL), Nagpur
8. Indian Bank, Chennai
9. RITES Limited, Gurugram
10. Telecommunications Consultants India Limited (TCIL), New Delhi
11. Oil & Natural Gas Corporation (ONGC), Dehradun
12. Itron International Limited, New Delhi
13. National Highways Authority of India (NHAI), New Delhi
14. Indian Oil Corporation Ltd. (IOCL), New Delhi
15. Bharat Petroleum Corporation Ltd. (BPCL), Mumbai
16. Hindustan Petroleum Corporation Limited (HPCL), Mumbai
17. Dedicated Freight Corridor Corporation of India Ltd., New Delhi
18. Indian Farmers Fertiliser Cooperative (IFFCO), New Delhi
19. GAIL (India) Ltd., New Delhi
20. Oil India Limited, Duliajan, Assam
21. IREL (India) Limited, Mumbai
22. MMTC Limited, New Delhi
23. New Mangalore Port Trust, Mangalore, Karnataka
24. India Tourism Development Corp. Ltd., New Delhi
25. Biotechnology Industry Research Assistance Council (BIRAC), New Delhi
26. NLC India Limited, Neyveli, Tamilnadu
27. Balmer Lawrie & Co. Ltd., Kolkata
28. IFCI Limited, New Delhi
29. HLL Lifecare Limited, Thiruvananthapuram
30. Pension Fund Regulatory And Development Authority, New Delhi
31. MSTC Limited, Kolkata
32. Northern Coalfields Limited, Singrauli
33. Power Finance Corporation Ltd., New Delhi
34. Mangalore Refinery and Petrochemicals Ltd., Mangalore
35. Mishra Dhatu Nigam Limited, Hyderabad
36. BEML Limited, Bangalore, Karnataka
37. Central Mine Planning & Design Institute Limited (CMPDI), Ranchi
38. Artificial Limbs Manufacturing Corporation of India (ALIMCO), Kanpur

39. MOIL Limited, Nagpur, Maharashtra
40. North Eastern Electric Power Corporation Limited (NEEPCO), Shillong

### **AUTONOMOUS BODIES**

1. National Crime Record Bureau, New Delhi
2. National Buildings Construction Corporation (NBCC), New Delhi
3. Centre for Excellence in Basic Sciences, Department of Atomic Energy, Mumbai
4. CSIR - Central Electrochemical Research Institute, Karaikudi
5. Securities and Exchange Board of India (SEBI), Mumbai
6. Central Board of Excise and Customs (CBEC), New Delhi
7. Integrated Coastal and Marine Area Management (ICMAM), Chennai
8. India Meteorological Department (IMD), New Delhi
9. Indira Gandhi Centre for Atomic Research, Kalpakkam
10. Lokopriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur
11. Institute of Nano Science and Technology (INST), Mohali
12. National Biodiversity Authority (Ministry of Environment, Forest and Climate Change), Chennai
13. All India Institute of Medical Sciences (AIIMS), New Delhi
14. Jawaharlal Institute of Post Graduate Medical Education & Research (JIPMER), Puducherry,
15. Rajya Sabha Secretariat
16. Institute for Plasma Research, Gandhinagar
17. Office of the Controller General of Defence Accounts, Ministry of Defence, New Delhi
18. National Institute of Tuberculosis and Respiratory Diseases, New Delhi
19. National Council for Promotion of Sindhi Language (NCPSL), New Delhi
20. National Productivity Council, New Delhi
21. Indian Institute of Foreign Trade, New Delhi
22. National Skill Development Council (NSDC), New Delhi
23. National Institute of Rural Development and Panchayati Raj, Hyderabad
24. Central Institute of Himalayan Culture Studies (CIHCS), Itanagar
25. Chittaranjan National Cancer Institute (CNCI), Kolkata
26. National Council of Science Museums, Kolkata
27. Physical Research Laboratory, Ahmedabad
28. Central Council For Research in Unani Medicine, New Delhi
29. Children's Film Society India, Mumbai
30. National Institute for Micro, Small and Medium Enterprises (NI-MSME), Hyderabad
31. National Institute of Rock Mechanics, Bangalore
32. All India Institute of Medical Sciences (AIIMS), Jodhpur
33. National Technical Research Organisation (NTRO), New Delhi
34. All India Institute of Medical Sciences (AIIMS), Nagpur
35. Tata Memorial Hospital, Mumbai
36. VMMC & Safdarjung Hospital; New Delhi
37. Swami Vivekanand National Institute of Rehabilitation Training and Research (SVNIRTR), Cuttack
38. National High Speed Rail Corporation Limited (NHSRCL), New Delhi
39. All India Institute of Medical Sciences (AIIMS), Raipur
40. All India Institute of Medical Sciences (AIIMS), Bhubaneswar
41. National Small Industries Corporation (NSIC), New Delhi
42. Hindustan Shipyard Ltd., Visakhapatnam, A. P.
43. National Capital Region Planning Board, New Delhi
44. All India Institute of Medical Sciences (AIIMS), Deoghar, Jharkhand
45. Bureau of Police Research and Development (BPRD), New Delhi
46. Institute of Post Graduate Medical Education & Research, Kolkata
47. Lady Hardinge Medical College, New Delhi
48. Smt. S. K. Hospital, New Delhi
49. North Eastern Council Secretariat, Shillong
50. All India Institute of Medical Sciences (AIIMS), Gorakhpur, U.P.
51. Aeronautical Quality Assurance (DGAQA), New Delhi
52. NIELIT, New Delhi
53. North Eastern Regional Institute of Water and Land Management (NERIWALM), Tezpur
54. National Institute of Fashion Technology, Hyderabad, Telangana
55. National Centre for Cell Science, Pune, Maharashtra
56. Centre for Marine Living Resources and Ecology (CMLRE), Kochi, Chennai
57. NIFTEM, Sonapat, Haryana
58. Energy Management System, Thiruvananthapuram, Kerala
59. Coir Board, Kochi, Kerala
60. All India Institute of Medical Sciences (AIIMS), Patna, Bihar
61. All India Institute of Medical Sciences (AIIMS), Raebareli, Uttar Pradesh
62. All India Institute of Medical Sciences (AIIMS), Awantipora, Jammu and Kashmir