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( भारत सरकार का उपक्रम निरिर्त्न कम्पनी)  
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## CIRCULAR

### SUBJECT: OBSERVANCE OF VIGILANCE AWARENESS WEEK (VAW)- 2022

#### Preventive Vigilance measures cum housekeeping activities 03 months campaign (16th August, 2022 to 15th November, 2022- as a precursor to VAW 2022.

CVC issued a Circular No.14/07/22 dated 25.07.22 regarding observance of Vigilance Awareness Week -2022 to “Preventive Vigilance measures cum housekeeping activities 03 months campaign (16th August, 2022 to 15th November, 2022)- as a precursor to VAW 2022”. Vide the said Circular CVC has also intimated that the Commission has decided that this year’s Vigilance Awareness Week would be observed in the week starting from 31st October, 2022, being the birth anniversary of **Sardar Vallabhbhai Patel**.

Vide the above said Circular CVC has also informed that as a precursor to Vigilance Awareness Week-2022, the Commission has desired the following Preventive Vigilance cum internal housekeeping activities be taken up as focus areas by all units of the Organization.

- a) Property Management;
- b) Management of Assets;
- c) Record Management;
- d) Technological Initiative comprising two parameters;
  - Website Maintenance & Updation;
  - Identification of new areas for services delivery for customers/ staff to be brought on online portal and initiation of steps for creating online platform;
- e) Updation of guidelines/ circulars/ manuals wherever found necessary, and
- f) Disposal of complaint outstanding as of 15/08/2022.

The brief description of above 06 parameters are attached herewith as **Annexure-A**

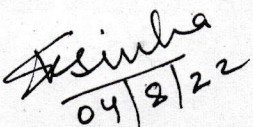


The exercise of 03 month's campaign on above parameters will start from 16th August, 2022 till 15th November, 2022. Report regarding the work undertaken on each of the above parameters during this period should be submitted to the Vigilance Division by **19th November, 2022 (Saturday)** in the format attached with this circular ( **in the Annexure B(1) to B(6)**).

Further instructions, regarding the theme to be adopted and the activities to be undertaken during VAW-2022 will be circulated time to time on receipt from the CVC/ Ministry.

All the Divisional Heads/ Regional Managers/ Farm Heads are requested to bring the content of this circular in the knowledge of all the concerned section under them for compliance.

Encl: As above.

  
04/8/22  
(Sanjeet Kumar Sinha)  
Chief Vigilance Officer

**DISTRIBUTION:**

- i. PS to Hon'ble C&MD for kind information of C&MD.
- ii. PS to Director (Finance/ Commercial) for kind information of Director (Finance/ Commercial).
- iii. All Divisional Heads at HQ, NSC, New Delhi.
- iv. All Regional Manager/ Head of Farms, NSC.
- v. I/c IT Cell for uploading on NSC website.
- vi. Notice Board.
- vii. Guard File.