

तार : } "BANKCHALAN"
TELEGRAMS : } बम्बई
टेलेक्स सं. } BOMBAY
TELEX No. } 011-86135

भारतीय रिजर्व बैंक
केंद्रीय कार्यालय
बैंकिंग परिचलन और विकास विभाग
केन्द्र - 1, विश्व व्यापार केन्द्र,
कक्षपरड, कोलाबा, बम्बई 400 005.

टेलीफोन सं. } 2189131-39
Telephone Nos. }
पोस्ट बॉक्स सं. } 6089
Post Box No. }

RESERVE BANK OF INDIA

CENTRAL OFFICE

DEPARTMENT OF BANKING OPERATIONS AND DEVELOPMENT SUPERVISION

CENTRE - 1, WORLD TRADE CENTRE,
CUFFE PARADE, BOMBAY 400 005.

कृपया उत्तर में लिखें
Please quote in reply

संदर्भ फ़ाइलोडी सं.

DOS. 11/18/17.05.001/95

May 10, 1995
Vaishaka , 1916 (S)

The Chairmen and Managing Directors
of All Public Sector Banks and FIs as per list

Dear Sir,

Action Plan on Anti-corruption Measures 1995-96 Public Sector Banks and Financial Institutions

The monitoring of annual action plan on Anti-corruption measures in public sector banks and financial institutions was so far being done by the Banking Division (Ministry of Finance). The Govt. have since transferred the work relating to collection of data on targets and statistical returns to us from the year 1995-96. The information in the prescribed format has therefore to be furnished to this department from the quarter ended June 1995 instead of to Government of India.

We therefore enclose a copy of the format of annual action plan for your information and necessary action. The format consists of five parts. While part-I lays down quarterly targets for the year, part-II to V pertain to statistical information relating to preventive surveillance, detection aspects and deterrent punitive action. You are, therefore, advised to keep ready the data required as per the format. Meanwhile, we are finalising computer layout and the same will be forwarded to you shortly for submitting the data in floppy discs.

Please acknowledge receipt.

Yours faithfully,

Rudal Ram
(Rudal Ram)
Deputy General Manager

Encls 9 sheets.

ACTION PLAN ON ANTI-CORRUPTION MEASURES FOR 1995-96		Name of the Bank	PART-I Quarterly Targets	PART-II Remarks
ACTION PLAN ON ANTI-CORRUPTION MEASURES FOR 1995-96			1st Qtr. 2nd Qtr. 3rd Qtr. 4th Qtr.	
ACTION PLAN ON ANTI-CORRUPTION MEASURES FOR MINISTRIES/COPARTNERS	Action Required			
A. FOR MINISTRIES/COPARTNERS				
Subject				
No.				
2.				
A. PREVENTIVE				
(i) Studies, for streamlining the existing rules/procedures etc.	Each Bank to identify at least two areas for systems improvement such as streamlining rules/procedures or staffing pattern.	Identification of study areas.	Conduct implementation of systems improvement and monitoring.	This is continuous action.
(ii) Annual Review of Property Returns filed by Officers.	Filling up all vacant posts of CGOs.	Review to be completed	Continuous action	
(iii) SURVEILLANCE AND DETECTION	Preparation of Agreed List.	Preparation of Agreed List.	Preparation of Agreed List.	
B. DETERRENT PUNITIVE ACTION				
(i) No. of cases pending investigation with the CGOs and pending action after investigation, as on 31.3.1995.	All cases more than one year old to be disposed off.	All cases more than 3 months old to be disposed off.	All cases more than 6 months old to be disposed off.	All cases to be disposed of.
Comments awaited by CBI's report.	cases pending as on 31.3.1995.			

D. MONITORING OF VIGILANCE WORK

1. Monthly review of pending investigations, Inquiries and other Vigilance matter to be done by the CVOs.
 2. Quarterly review by Committee consisting of Chairman & RBI/Govt. Directors concerned.
 3. Quarterly report to be sent to Deptt. of Personnel and Training.
- Report to be sent to Deptt. of Pers. & Trg. for the previous quarter along with review report of Chairman by 15th of the month following the quarter.

ITEM
PREVENTIVE

PART-II

(Name of the Bank/Financial Insti-

ITEM

IMPLEMENTATION OF RULES AND PROCEDURES

Whether study completed details of implementation

- (1) Area/organisation selected.

(11) No. of inspections conducted from 1.4.95

(a) Regular Inspections.

(b) Surprise Inspections.

- (111) Annual Review of Property Returns filed by officers.

- (1v) Whether a plan for rotation of staff in sensitive areas has been drawn up.

(a) No. of staff working on same post/in the same division for more than 3 years (at the beginning of the quarter).

(b) No. of staff transferred during the quarter, out of col. (a) in pursuance of plan drawn up for rotation of staff.

(c) Reasons for non-implementation of plan for rotation of staff.

2. (*) STRENGTHENING OF VIGILANCE MACHINERY

- (1) No. of vacant posts of CVOS as on 31-3-1995

(11) No. filled up.

(111) Details of vacant posts.

SURVEILLANCE AND DIRECTION.

PART- III

(Name of the Bank/Financial Instt.

- (1)(a) No. of names included in the agreed list to be indicated in the return for the first quarters (In case of the agree list is not finalized in the first quarter, the number should be indicated in the quarter in which it is finalized).

- (b) The details of the surveillance to be indicated from the second quarter onwards.

	Over 1 year	Between 6 to 12 months.	Between 3 to 6 months.
(1) Cases pending investigation with CVOs.			

- (a) No. pending at the beginning of the quarter.
(b) No. in which investigation has been completed.
(c) No. of cases added during the quarter.

- (d) No. carried forward.

(111) Cases pending for communication of comments of department on CBI's Investigation report to CVC.

- (a) No. pending in the beginning of the quarter.
(b) No. in which comments have been sent in the quarter.
(c) No. of cases added during the quarter.
(d) No. carried forward.

15

Employees of Public Sector Banks

	Scale III and above	Others below scale III including staff
1.		
2.		

(iv) Cases under investigation

(a) Depart- mentally	less than 3 months	3-6 months
	more than 6 months.	
(b) By the CBI...	less than 3 months	3-6 months
	more than 6 months.	

TOTAL

Action on Investigation reports

less than 3 months.	more than 3 months.
------------------------	------------------------

PART-IV

(Name of the Bank/Financial Institution)

TERENT PUNITIVE ACTIONOver 1 year

<u>Between 6 to 12 months</u>	<u>Between 3 to 6 months</u>
-------------------------------	------------------------------

) Cases Pending decision for more than 6 months after CVC's first stage advice.

- (a) No. pending in the beginning of the quarter.
- (b) No. decided during the quarter.
- (c) No. of cases added during the quarter.
- (d) No. carried forward.

10

Cases in which appointment of Commissioners
Departmental Inquiries nominated by CVC are
pending for more than 3 months.

- (a) No. of pending at the beginning of the quarter.
- (b) No. in which COI has been appointed.
- (c) No. of C.S.G. added during the quarter.
- (d) No. Carried forward.

(iii) Oral Inquiries against scale III Officers and above.

- (a) No. pending at the beginning of the quarter
- (b) No. disposed of
- (c) No. cases added during the quarter
- (d) No. carried forward.

(iv) Oral Inquiries pending against employees
below scale III.

- (a) No. pending at the beginning of the quarter.
- (b) No. disposed of
- (c) No. cases added during the quarter
- (d) No. carried forward.

(v) Cases pending for more than 6 months
after CVC's second stage advice.

- (a) No. pending at the beginning of the quarter.
- (b) No. decided.
- (c) No. of cases added during the quarter
- (d) No. carried forward.

(vi) Cases pending for want of sanction for
prosecution in CBI cases

- (a) No. pending at the beginning of the quarter.
- (b) No. decided.
- (c) No. of cases added during the quarter
- (d) No. carried forward and reasons for delay in taking a decision in those cases.

(vii) Review under Regulation 19.

- (a) No. of officers due for review.
- (b) No. reviewed.
- (c) No. weeded out decided to be weeded out.
- (d) No. yet to be reviewed with reasons for delay.

(viii) Please indicate whether the return has been reviewed at Chairman's level.

Employees of public sector
Banks

Officers of
scale III &
above.

	(1)	(2)
I. SUSPENSION		
(a) Under suspensions		
(b) Under suspension for less than 6 months		
(c) No. under suspension for over 6 months.		
(d) Whether over 3 months cases have been reviewed.		
II. PENDING MINOR PENALTY PROCEEDINGS		
Less than 3 months		
Between 6 months 1 year		
More than 1 year		
III. PENDING MAJOR PENALTY PROCEEDINGS		
(a) Less than 6 months		
Between 6 months 1 year		
More than 1 year		

- (b) No. pending with I.O.
for more than 6 months