

**Government of India
Ministry of Railways
(Railway Board)**

No. 2006/V-1/VP/1/4

New Delhi, dated April 7, 2006

- (I) General Manager (Vigilance)**
CR, ER, ECR, ECoR, NR, NCR, NER, NFR, NWR,
SR, SCR, SER, SECR, SWR, WR, and WCR.
- (II) Chief Vigilance Officer (CVO)**
CLW, DLMW, DLW, ICF, RCF, RWF, CORE, METRO, RDSO,
IRCON, RITES, IRFC, CONCOR, KRCL, IRCTC, RAILTEL,
MRVC and RVNL

Sub: Consultation with Central Vigilance Commission - Documents including the draft charge sheet to be enclosed for seeking first stage advice and the documents to be enclosed for seeking second stage advice – regarding.

The need for sending complete information to the CVC along with the relevant documents while seeking its advice has been repeatedly emphasized and it is noticed that the extant instructions on the subject are not being strictly complied with, resulting in back references, leading to delay in processing the Vigilance cases.

2. In Supersession of all the earlier instructions, on the subject, the following material should be furnished to the CVC while seeking its advice:-

- (a) A self contained note clearly bringing out the facts and the specific point(s) on which Commission's advice is sought. The self contained note is meant to supplement and not to substitute the sending of files and records.
- (b) The bio-data of the officer concerned in the enclosed format (Annexure-I).
- (c) Other documents required to be sent for first stage advice:
- (i) A copy of the complaint/source information received and investigated by the CVOs;
 - (ii) A copy of the investigation report containing allegations in brief, the results of investigation on each allegation;

- (iii) Version of the concerned public servant on the established allegations, the reasons why the version of the concerned public servant is not tenable/acceptable, and the conclusions of the investigating officer;
 - (iv) Statements of witnesses and copies of the documents seized by the investigating officer;
 - (v) Comments of the Chief Vigilance Officer and the disciplinary authority on the investigation report (including investigation done by the CBI and their recommendation);
 - (vi) A copy of the draft charge sheet against the SPS along with the list of documents and witnesses through which it is intended to prove the charges.
- (d) Other documents required for second stage advice;
- (i) A copy of the charge sheet issued to the public servant;
 - (vii) A copy of the inquiry report submitted by the inquiring authority (along with a spare copy for the Commission's records);
 - (viii) The entire case records of the; inquiry, viz. copies of the depositions, daily order sheets, exhibits, written briefs of the Presenting Officer and the Charged Officer;
 - (ix) Comments of the CVO and the disciplinary authority on the assessment of evidence done by the inquiring authority and also on further course of action to be taken on the inquiry report.

These instructions may be followed in letter and spirit.

DA /Nil.

(Sanjay Goel)
Director Vigilance (M)
Railway Board

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Copy to:- The Secretary, (Kind Attention : Shri V. Kannan, Director) Central Vigilance Commission, Satarkata Bhawan, GPO Complex, INA, New Delhi – with reference to their letter No.006/PRC/1 dated 13/03/2006 - for information please.

(Sanjay Goel)
Director Vigilance (M)
Railway Board

Copy to:- All Officers and the Branches of Vigilance Directorate.