



दक्षिण पूर्व मध्य रेलवे SOUTH EAST CENTRAL RAILWAY



भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें

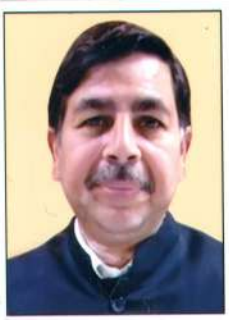
सतर्कता बुलेटिन : 2023

VIGILANCE BULLETIN : 2023

"Every citizen of India must remember that he is an Indian and he has every right in this country but with certain duties."

Sardar Patel





**General Manager,
S.E.C. Railway,
Bilaspur**

MESSAGE

I am pleased to know that like previous years, this year also Vigilance Bulletin is being published by the Vigilance Organization of SECR on the occasion of Vigilance Awareness Week, 2023. This year, the theme of Vigilance Awareness Week is:

“अष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें”

“Say no to corruption; commit to the Nation”

Anti-corruption efforts cannot be successful without the active participation of general public at a large. It is therefore imperative that citizens be made more aware of the need of becoming more vigilant. The observance of the Vigilance Awareness Week helps in generating awareness among citizens about the menace of corruption and the need to make greater efforts to combat it. Maintaining integrity at work is crucial for employees as this fosters an open and positive work environment and an ethical approach to decision making. It is important that younger generation imbibes such values which helps build a strong nation. The value of integrity in public life is reflected in the vision of zero tolerance approach to corruption and this is only possible through raising awareness and making people vigilant through numerous outreach activities.

Corruption in Railways severely dents its image as a service provider. It can be eradicated only with the active cooperation of all Railway officials.

I am happy to note that the Vigilance Bulletin has covered different case studies, system improvements, Do's & Don'ts on important topics and Railway Board circulars.

I hope this bulletin will be widely read by all Railway men and will be useful to them in performing their duties honestly, efficiently and fearlessly.

General Manager



Shobhana Bandopadhyaya
Principal Executive
Director (Vigilance)
&
Chief Vigilance Officer



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MESSAGE

Vigilance Awareness Week is celebrated every year to highlight the importance of morality and uprightness in public life. This year, Vigilance Awareness Week is being celebrated from 30th October to 05th November, 2023. The theme chosen by Central Vigilance Commission this year i.e **"Say no to corruption; commit to the Nation"** "भ्रष्टाचार का विरोध करे; राष्ट्र के प्रति समर्पित रहे" appears to be true as corruption being a public evil is proving harmful to the health of the economic and technological richness of the nation.

I would also like to mention here that CVC has also emphasized and directed for taking certain preventive vigilance activities as a focus area and asked to initiate 03 month's campaign starting from 16th August 2023 to 15 November, 2023. Accordingly all the units must be doing needful to achieve the systematic objectives. I am of firm belief that besides taking various preventive measures along with creating awareness among Railway employees and citizens, it is possible to eliminate/reduce corruption in the organization.

I also feel that Indian Railways has a strong prospective of getting rid of corruption if everyone works in unanimity, pledges not to take or give bribe and also initiate some stern measures for tooth and nail eradication of this menace. I therefore extend my greetings to all those associated in this movement and convey my wishes for a successful Vigilance Awareness Week.

(Shobhana Bandopadhyaya)



**Sr. Dy. General Manager,
S.E.C. Railway,
Bilaspur**

FOREWORD

Vigilance Awareness Week is being observed from 30th October to 5th November, 2023. On this occasion, Vigilance Organisation is publishing Vigilance Bulletin. This year, the theme of Vigilance Awareness Week is :

“अष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें”

“Say no to corruption; commit to the Nation”

Publication of the Vigilance Bulletin is a small step in this direction. The objective of this bulletin is to create awareness among Railway employees and educate them about relevant issues and instructions.

Corruption is a serious and complex malaise which is to be fought with multifaceted strategies. Detective or predictive vigilance, punitive or corrective vigilance, preventive or proactive vigilance are such strategies. Enforcement of the rules in its letter and spirit ensures integrity, accountability and transparency. These are fundamental traits of an effective and responsible organization.

There has to be total commitment and honesty on the part of each employee of Railway organization in implementing these strategies. Therefore, let us dedicate ourselves towards honesty and commitment. The implementation of these multifaceted vigilance mechanisms can make our nation vigilant and prosperous.

The bulletin contains large number of interesting case studies of various departments, which highlight the irregularities observed. In addition, for general guidelines, Dos and Don'ts on various topics are included along with latest and relevant circulars issued by Railway Board.

It is hoped that with the above inputs, the Railway men would find the bulletin useful and interesting. I look forward to valuable and constructive suggestions from the readers to achieve the objective of Preventive Vigilance as a tool of good governance.

(Ajay Singh)
Sr. Dy. General Manager & CVO

सत्यनिष्ठा शपथ

मेरा विश्वास है कि हमारे देश की आर्थिक, राजनीतिक तथा सामाजिक प्रगति में भ्रष्टाचार एक बड़ी बाधा है। मेरा विश्वास है कि भ्रष्टाचार का उन्मूलन करने के लिए सभी संबंधित पक्षों जैसे सरकार, नागरिकों तथा निजी क्षेत्र को एक साथ मिल कर कार्य करने की आवश्यकता है।

मेरा मानना है कि प्रत्येक नागरिक को सतर्क होना चाहिए तथा उसे सदैव ईमानदारी तथा सत्यनिष्ठा के उच्चतम मानकों के प्रति वचनबद्ध होना चाहिए तथा भ्रष्टाचार के विरुद्ध संघर्ष में साथ देना चाहिए।

अतः मैं प्रतिज्ञा करता हूँ कि:-

- जीवन के सभी क्षेत्रों में ईमानदारी तथा कानून के नियमों का पालन करूँगा:
- ना तो रिश्वत लूँगा और ना ही रिश्वत दूँगा:
- सभी कार्य ईमानदारी तथा पारदर्शी रीति से करूँगा:
- जनहित में कार्य करूँगा:
- अपने निजी आचरण में ईमानदारी दिखाकर उदाहरण प्रस्तुत करूँगा:
- भ्रष्टाचार की किसी भी घटना की रिपोर्ट उचित एजेंसी को दूँगा।

Integrity Pledge

I believe that corruption has been one of the major obstacles to economic, political and social progress of our country. I believe that all stakeholders such as Government, citizens and private sector need to work together to eradicate corruption.

I realise that every citizen should be vigilant and commit to highest standards of honesty and integrity at all times and support the fight against corruption.

I, therefore, pledge:

- To follow probity and rule of law in all walks of life;
- To neither take nor offer bribe;
- To perform all tasks in an honest and transparent manner;
- To act in public interest;
- To lead by example exhibiting integrity in personal behaviour;
- To report any incident of corruption to the appropriate agency.

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SYSTEM IMPROVEMENTS SUGGESTED

1. Comprehensive Transfer policy

There are no laid down policies/instructions/rules available, which restrict an officer (who is under order of transfer or going to be superannuated shortly) to exercise his administrative powers of transfer/postings of officers under his/her control. However, such transfers/postings (i.e. under the above mentioned circumstances) may provide scope for favourism, biasness, complaint etc.

System Improvement suggested:

PCPO has been advised to formulate & issue some policy guidelines in the matter to curb/discourage any possibility of misuse, of any such administrative power entrusted to officers.

As suggested by Vigilance, PCPO has issued following instructions in the matter-

- The officers under order of transfer or going to retire within next 30 days should restrain themselves from initiating any transfer orders.
- In case of extreme administrative exigency, transfer proposal may be initiated duly justifying the exigency of such Proposal. While proposing such transfer, the term administrative exigency should be clearly elaborated. The placement committee may recommend such transfer proposal only after taking due weightage of the above position.
- Dy. CPO/GAZ, while forwarding the transfer proposal of Gazetted officers to the placement committee, shall appraise the position as to whether the concerned PHOD is under order of transfer or going to retire within 30 days. In case of Non gazetted employees, the above position may be appraised by the concerned personnel officers.
- The policy should be applicable for all officers including PHODs and all cadre controlling officers involved in transfer/posting of both gazetted as well as non gazetted officials.

2. Implementation of NIPs- System Improvement regarding.

After issuance of NIPs under DAR, the entry of punishment in service record and its implementation are important factors for completion of DAR proceedings. Vide PCPO's letter No. P-HQ/DAR/7683 dtd. 02.06.2020, instructions were issued for proper implementation of NIPs and their entry in SR.

However, such instances are still coming to notice where NIPs are not being entered in SR and/or punishments are not implemented.

During a preventive check conducted in a division, 4 such instances have come to notice of Vigilance where NIPs of withholding of Pass/PTOs had not been affected by blocking them in HRMS by the concerned dealers of Pass/PTO disbursal sub-units. Minor Penalty Charge sheets have been issued to such responsible staff.

These lapses are happening due to lack of monitoring on part of Disciplinary Authorities regarding implementation of punishments by the Bills Clerks/Pass Clerks, non communication of NIPs to concerned Bills Clerks/Pass Clerks for implementation etc.

System improvement suggested:

Ch. OS/OS/Clerks of the DAR section of the concerned unit/department should maintain a register keeping record of all NIPs issued and a column should be there in register regarding implementation of NIPs. They should time to time consult concerned Bills Dealers/Pass Dealers regarding implementation of NIPs and note such details in the column after confirmation. This would be helpful in monitoring the implementation of NIPs. Besides this, possibility may also be explored of providing authority to Ch. OS/OS of DAR section of the department/ unit to access in HRMS for blocking the withheld Pass/PTOs so that problems of non communication of NIPs to Pass Dealers will be resolved.

PCPO has issued suitable instructions to all concerned for having the register maintained in the following format for monitoring of implementation of NIPs-

Sl. No.	Employee Details	NIP No.	Brief of the Penalty Imposed	Name & Desig. of DA	Date of Actual Implementation of Penalty	Reference Pageno. of SR& Annexure no. of NIPs (Recording of NIP details in Service Record)	Name, Designation & Signature of Concerned Dealer (Custodian of Service Record)	Name, Designation & Signature of CHOS/ OS/ Clerk of DAR Section of concerned Unit / Department	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

3. Initial Medical Examination of RRB/RRC/other candidates

As per the provisions of Medical Manual regarding medical examination of candidates for appointment to non-gazetted posts, vide para 515(2) of IRMM-2000, authority to present himself for the medical examination should not be granted to any candidate who has at any time been pronounced unfit for Government employment by any duly constituted medical authority. In pursuance to the above, prior to medical examination, the candidates reported for Medical examination should have to submit a declaration in a prescribed form to the effect that whether they had **any previous rejection from Government employment on medical ground**.

Accordingly, declaration in prescribed proforma as given in Annexure VII & VIII of Ch.-5 of Medical Manual has to be obtained from the candidates at the time of entrance into service and at the time of each P.M.E.

During a preventive check conducted by Vigilance in a Divisional Hospital, it is observed that the declarations, obtained from the candidates in Annexure -VII as per Para 520 of Indian Railway Medical Manual, were signed by concerned Medical Officer conducting Initial Medical Examination with date, but the Name & designation of the signing medical authority were not mentioned. Due to this, it may be difficult to identify the Name of Medical Officer conducting IME at a later stage, if circumstances so arise.

System Improvement implemented

As suggested by Vigilance for system improvement, PCMD has issued necessary instructions to all concerned medical officers to put their name and designation along with signature & date, whenever they sign in above Annexure VII/VIII and any document related to Initial Medical Examination.

4. Verification of photograph and thumb impression of RRB/RRC candidates during Document Verification (DV)-

During a preventive check at RRB/BSP in connection with the procedures being followed for DV of the candidates, it was observed that the photograph and thumb impression of the candidates present for DV were being verified by the officials of Exam Conducting Agency (ECA) by matching with their photographs and thumb impressions taken at the time of CBT/CBAT/CBTST etc.

After matching, ECA officials were putting the stamp under their signature stating that 'the biometric has been verified'. However, it is not being certified by ECA that the photograph of the candidate has also been matched.

On going through the system of verification and discussion with ECA representative, it was observed that both the photograph and thumb impression of the candidate during registration for CBT etc and at the time of DV are verified through computer system. However, as per the certification issued by ECA representative, only matching of biometric is verified. There is no mention about verification of photograph also. This may lead to complications at later stage, if situation so arises.

System improvement suggested

The certification issued by the ECA staff, it should be clearly mentioned that both the biometric and photograph of the candidates have been matched, to avoid any complications in future.

5. Conducting Typing Test-

During a preventive check conducted by Vigilance in connection with the Typing Test in one of the divisions, following some deficiencies were observed in regard to procedure of conducting Typing Test:-

- No guidelines exist for allotment of Computer system to candidates in the examination hall for typing test. As per present practice, candidates use to select computer as per their choice and availability and sometimes PCs are allotted to candidates as per Nodal Officer's choice. This system lacks the transparency in allotment of PCs.
- As per practice, the candidates were given a paragraph of 4-5 lines which they have to write on the answer sheet in their own handwriting before starting the test.
- This practice might have been adopted so that if candidates get copy of their answer sheet after result declaration, they may be satisfied by seeing their handwriting that the particular answer sheet is his/her only.
- However, it is observed that due to writing of passage by the candidate in his/her own handwriting in the answer sheet, the identity of the candidate may be disclosed to the Evaluator. In that case, there will be no meaning of use of fly leaves and dummy number on answer sheet.

System improvements suggested-

To overcome above deficiencies in the system, following system improvement has been suggested by Vigilance-

1. Two officers should be nominated for the typing test- One to set the paper and also to act as 'Nodal Officer' to conduct the test. The second to evaluate the answer sheet.
2. The question paper will be brought by the Nodal Officer/Paper Setter in a sealed cover at the venue immediately before the test.
3. Allotment of computer system to the candidates for typing test in the examination shall be done through lottery system, and not at the choice of the candidate or nodal officer.
4. For further processing in the test, following practice shall be adopted-
 - Typed text by the candidates shall be taken in two separate copies.
 - On one of the two print outs, the examinee shall put his signature and write his name, designation, office, date and computer number (allotted to him for the typing test).
 - The other print out shall not bear name, signature etc of the candidate enabling disclosure of identity.
 - Both the printouts to be authenticated by the nominated invigilator as well as by the nodal officer.
 - The secret dummy number (Coding) should be given on both the printouts by the nodal officer.
 - The 1st printout having name, signature etc of the candidate shall be kept in sealed cover with the nodal officer.
 - The other print out (without name, signature of the candidate) shall be sent to the evaluator.
 - Evaluation of the answer sheet even where dummy number is present but the candidate has written his name or put other mark which may lead to disclosure his/her identity shall not be done.
 - After evaluation, the evaluator will handover the answer sheets to the Nodal Officer in a sealed cover.
 - Result of the test will be processed and prepared by the Nodal Officer and proceedings of

the test should be signed by both the officers nominated for the test.

- In case of any doubt/dispute regarding authenticity of the answer sheet, which was sent to evaluator, the same will be confirmed with the answer sheet kept in sealed cover with the nodal officer.

Accordingly, suitable instructions on above system improvements have been issued by PCPO.

6. Non mentioning of locations/specific item while conducting test checks by Jr.Scale/Sr.Scale/JAG Officers

Test checks (in terms of percentage of value) are required to be carried out by the concerned Jr.Scale/Sr.Scale/JAG Officers (as the case may be) for the work done, before making payment to the contractors. In this regard, detailed instructions have been issued/reiterated from time to time. Para 1315 of Chapter-XIII of the Engineering Code also brings about some specific instructions in this regard.

During numerous vigilance investigations, it is noticed that the officials exercising test checks, just certifying that "20% test check is done by me" without mentioning the locations/specific item covered under the test check. The Vigilance has considered it as a serious non-compliance of the instructions and treated the same as done with mala fide intention.

System improvement suggested

It is reiterated that while executing the work, the concerned officials should invariably specify the locations/specific item where they have conducted the specified percentage of test checks of the items, including hidden work like foundation, steel reinforcement, cable laying, concealed wiring etc. Non compliance of the instructions in the matter will be viewed seriously and dealt with accordingly,

7. Shortcomings Noticed in Design Mix:

During a preventive check, it was observed that design Mix report carried out through outside agency having cement content on much higher side and it is blatantly followed by field officials. One of the important aspects in Concrete Mix Design is the Water-Cement ratio. However to ascertain this, water correction is not being followed in field. Design Mix concreting are being done without using weigh batching. Design Mix Concreting are being used without taking approval of Engineer-in-Charge.

System improvement suggested

- Design Mix should be approved by Engineer-In-Charge before using at site.
- Water correction is to be carried as per moisture content of aggregates before commencement of concreting work.
- Actual cement content required for the particular job is to be re-assessed by conducting field trials.
- Design Mix concreting without using weigh batching should be discouraged.

8. Shortcomings noticed in metalizing of bridge

During preventive checks, it was observed that in Metalizing work (steel girders), no standard format of Dry Film Thickness register is maintained, due to which, Thickness of paint and metalizing could not be test checked by higher officials. Huge variations in thickness of metalizing observed in girders with clear depicting bad workmanship. Because of work location situated at Bridge, ease of access for quality check is a major concern especially when the work is being carried out without block working.

System improvement suggested

Standard format of DFT register should be framed so that it can be maintained at work site for better quality control/Test checking of metalizing/painting works.

9. Contract conditions and attendance of CMP Doctors

On the basis of a vigilance investigation in connection with the attendance and contract conditions of CMP Doctors at Central Hospital, the following system improvements have been suggested:-

- During investigation it was found that the attendance register of the CMP Doctors were not properly closed. Thus, the senior most Railway Doctor or any other authority, as found suitable by the compe-

tent authority, may be nominated to keep watch over the attendance of CMP Doctors and daily closing of their attendance register.

- All the records and documents of the CMP Doctor (i.e. application form, office orders, copies of certificate of a particular CMP doctor etc.) may be kept in an individual file like service records and be preserved upto 5 years from their last terms of engagement or any suitable period as decided by the competent authority at appropriate level.
- A senior Railway Doctor may be nominated to execute CMPs contracts, signing of agreements and ensure their compliance, as per the applicable rules of the Railway Board.
- As per the terms and conditions of the CMP contract, the CMP shall undergo medical examination for his fitness, but the category of such medical fitness such as A1, A2, B1, B2, C1, C2 etc. as prevalent for Railway service is not mentioned. Therefore, the medical category for the CMPs may be clarified.
- All certificates including medical fitness and character certificate must be verified in each term of fresh contract of CMPs, in full compliance of terms and conditions. The document verification memo along with the documents verified must be kept in service record of concerned CMP.
- A JPO may be devised in SECR for engagement of CMPs as instructed by the Railway Board vide letter No. 2019/E(GR)II/1/1 dtd. 09.03.2020.
- The contract papers should invariably follow the definition of contract and name & details of both the signing authorities must be clearly indicated in the contract, necessary clarification in this regard may be sought from Railway Board by the executive department (Medical) and Nodal Department (Personnel).

10. Disqualification of lower inter-se merit bidders on account of some non-material deviations/shortcomings :

During various Vigilance investigations, regarding evaluation and finalization of tenders (particularly in single packet tendering system) in SECR, following anomalies/discrepancies/non-compliances, have been observed :-

Quite a few tenders were finalized/are being finalized by disqualifying the lower inter-se merit bidders, even though they were / are qualifying the core eligibility criteria (i.e. both technical and financial).

Lower inter-se merit bidders were disqualified /are being disqualified due to :

- (a) Some minor infirmity/irregularity/non-confirmation/deviation, which do not amount to material deviations.
 - (b) Some non-specific/ ambiguous definition of similar nature of work included in the bid document, which are not only open for different deliberation by different persons, but also practically difficult to being evaluated & quantified accurately, with the details/data required to be submitted by bidders as per the given tender conditions.
 - (c) Observance of old instructions issued by Railway Board, instead of modified provisions incorporated in the latest GCC.
 - (d) Some restrictive instructions incorporated in tender at local level.
- III. In these ways, tenders were awarded / being awarded to higher inter-se merit bidders, at higher cost.
- IV. All these not only lead to a huge financial loss to railway but also lead to complaint, litigation etc.
- V. The above shortcomings have been apprised to all PHODs of SECR for taking necessary corrective measures.

11. Inclusion of names of reputed steel companies for channel sleepers

During a vigilance investigation, it was observed that in the Special Conditions of Contract related to tender for renewal of channel sleepers by H-Beam sleepers of bridges, it is mentioned that the steel channels manufactured by SAIL, TISCO and VIZAG steel plants are only to be used. However, during field inspection, it was noticed that ISHB 200x200 manufactured by companies other than SAIL, TISCO or VIZAG, have been allowed for fabrication of H-Beam sleepers of bridges by giving reason that above companies do not manufacture/seldom manufacture, the ISHB 200 x 200.

System improvement suggested

It was, therefore, suggested that if permitted by Codes/Manuals, the name of other reputed steel companies, after proper quality checks, may also be incorporated in the tender conditions of future tenders

12. Communication between originating point/weighbridge point and destination point

Vigilance has conducted preventive check on aspect of collection of undercharges after re-weighment of goods rakes at en-route weighment point. During the course of investigation, it was detected that due to improper communication between the originating point, weighbridge point and destination point, a huge amount of undercharges were not taken into railway account and neither realized under the check was conducted by Vigilance.

System improvement suggested

Details of any weighment must be filled/automatically obtained into FOIS RMS/TMS and must be linked with rake ID. In case there is any undercharges or penalties or fines to be collected, that may automatically be calculated in FOIS from weighment details linked with rake ID. After such charges are raised, FOIS pop-up message should appear in both originating and terminating stations for realization of undercharges/penalties. Pop-up message should only be disabled after confirmation that the charges have been realized. Delivery of goods at terminating station in TMS should not be enabled unless outstanding charges pop-up is not showing.

All terminals should submit a weekly/fortnightly position of undercharges realized and it should be monitored at the level of Sr.DCMs to see if any mismatch is there or if any charges have remained unrealized.

13. Tenders involving outsourcing of manpower

During a vigilance investigation, the following observations have been made:-

- In tenders having separate schedule for manpower supply, a rider condition is imposed e.g. "if the rates for this schedule is quoted below the minimum wages prevailing as on date of tender floating (NIT) including EPF and ESI and GST, the offer shall be summarily rejected: OR "Bidders are not allowed to quote lower rate for this schedule otherwise offer shall be rejected". Such conditions are not supported by any directives of the Railway Board.
- In tenders consisting of more than one schedule and the offer is required to be accepted on the basis of overall reasonability of the offer, then it is not correct to include such a rider condition of summary rejection on the basis of one schedule only.
- Issues related to manpower based contracts are well addressed by Railway Board and enough safeguards are in place to ensure that financial interests of the labour engaged are protected. Furthermore, having such a clause does not guarantee that all financial interests of the labour are protected.

System improvement suggested

Provision of such conditions of rejection of offers due to any pre-determined criteria should not be included in future tenders. However, the executive has to ensure that financial interests of the labour engaged are protected as per the extant instructions.

14. Issue of Inspection Certificates

During a vigilance investigation, it was observed that one single inspection certificate was issued for 27 items received over a period of more than 2 years. No inspection of material was done and the document is eyewash and is prepared only to facilitate payment.

It has been observed that no specific format is prescribed for issue of Inspection Certificate by consignee in Electrical Department. On this subject, one system improvement was issued for standardizing the inspection certificate format of S&T department. Consignees of S&T are issuing Inspection Certificates in this standardized format since then.

System improvement suggested

- Inspection Certificates should be issued in the approved format.
- Inspection Certificates should be serially numbered by every consignee and filed along with

relevant test reports.

- All consignees should have a unique seal, all items inspected shall be sealed properly. Facsimile of seal should be incorporated in the Inspection Certificate.
- The Inspection Certificate shall be countersigned by the Officer concerned.

15. Incorporation of latest guidelines in tender documents

During a vigilance investigation in connection with execution of work, the following discrepancies have been noticed:-

As per Schedule 13 of the agreement, welding is to be done by upgrading AT welding techniques approved in terms of Part-E of IRS:T:19:2012, which is incorporated in Manual for fusion welding of Railways by the Alumino Thermic Process (2012 edition), but as per para 12.1 of Chapter-XIX, additional special conditions of contract (Part-XIV), "The welding is to be carried out as per Manual for fusion welding of Railways by the Alumino Thermic Process (1998 edition)".

Instructions given at Para 12.1 of additional special conditions of contract (Part XIV) should match with the description of work given in schedule.

Tolerance limit for finished joints, specified in agreement are different than the tolerance limit given in standard manual (Manual for fusion welding of Rails by Alumino Thermit Process and IRPWM).

Guarantee and penalty clause for defective welds given in the agreement does not match with the guarantee clause given in Manual for Fusion Welding of Rails by the Alumino Thermic Process (2012 edition).

System Improvement suggested

It was advised that necessary instructions may be issued to all concerned to take proper care while framing the contract conditions, so as to avoid such type of discrepancies in all future tenders.

16. Non updating of tender conditions as per Railway Board's instructions

Based on a complaint regarding purchase of materials from non-approved sources, an investigation was conducted.

As per Railway Board's letter No. 2001/RS(G)/779/7 Pt.2(1) dtd. 06.11.2018:-

Where there are not more than three Indian suppliers categorized as approved vendor for a particular item, developmental vendors can be considered for placement of bulk order without any quantity restrictions for RDSO approved vendors.

As per Railway Board's letter No. 2021/RS(G)/779/7 dtd. 18.01.2022:-

Consideration of developmental vendors for placement of bulk order without any quality restriction in case of items where there are not more than three approved vendors shall also apply for all items approved by all vendor approving agencies.

This tender case pertaining to Stores Department of SECR with CLW vendor restriction. There were only two approved vendors (out of which one vendor was Indian supplier) and four developmental vendor appearing in the vendor directory of CLW. Hence, PO for entire quantity was placed on developmental vendor, duly considering the conditions as mentioned in Railway Board's letters dtd. 16.11.2018 & 18.01.2022. PO was issued with the condition that firm should get approval of the prototype from CLW before the supply. This condition was as per remarks mentioned in vendor directory.

Tender conditions were not updated in accordance with the RB letters.

System improvement suggested

It was suggested for making following as a part of the tender condition:-

As per Railway Board letter No. 2001/RS(G)/779/7 Pt 2 (1) dated 06.11.2018, for consideration of developmental vendors for placement of bulk order without any quantity restriction in case of items where there are not more than three approved vendors, shall also apply for all items approved by all vendor approving agencies (i.e. CLW/PU).

This has already been implemented on 11.11.2022 by issuing Correction Slip for tender conditions.

17. **Ambiguous tender provisions/conditions (for penalty clauses etc.) in tenders/contracts**

A complaint was received regarding wrong imposition of penalty and harassment during execution of a contract in a workshop involving transportation of material. The case was investigated, and following observations made: -

- The contractor was issued 7 days' notice and 48 hrs. notice many times due to poor execution of work.
- The first CC & On account bill was delayed by 3 ½ months as SSE had initially made wrong entries in the MB, but it took about 2 months to rectify the same.
- SSE initially failed to levy any penalty in CC-I & CC-II on account bill, even though the contractor had failed to execute the work as per contract conditions.
- After the issue of Show Cause notice by Dy.CME to concern SSE, the penalty statement was prepared, but the contractor refused to sign the statement stating that wrong penalty was imposed.

In the "**special**" conditions of the contract, imposition of penalty per event of failure/non-compliance on the part of the contractor, had been stipulated (i.e. penalty of Rs.100/- per hour of delay in provision of truck and Rs.1000/- per truck, for per event of non-provision of truck).

However the following required details had not been clearly defined & elaborated:-

- Different situations & circumstances where these two different penalty conditions would be distinguishingly made applicable.
- How to calculate total hours of delay for imposing penalty of Rs.100/- per hour, validity/applicability period of a placed requisition for arranging a truck, etc.
- The special conditions of penalty had also been framed & kept, with the phrase - "the Railway administration at its **discretion** and without prejudice to any other rights and remedies to which the contractor may be entitled under this agreement may ---- impose penalty-----".
- Railway administration/Executives had used these ambiguity and discretion, in a blatantly wrong way. Keeping "discretion" word, with the special condition of imposition of penalty, is not correct.
- No proper record of failure/non-compliance of contractor, was maintained (penalty wise & date wise) by executives, duly signed by both the contractor & the Executive.
- Running bills for the executed works were not prepared & paid, at the periodicity, as specified in the contract. While objecting for the imposed penalty, the contractor had quoted it as a reason for delay in compliance of executive orders/requirements, as well as for the under performance against the contract.
- All these finally led to - non-acceptance of the imposed penalty by the contractor, holding up of contractor's huge amount against the executed works, disputes, allegation of exploitation/ corruption, suffering of the contracted work etc.
- Administrative action has been taken against the concerned officer and DAR action has been initiated against the concerned SSE.

System improvement suggested :

- "Special conditions" of tender/contract for penalty (if any) for contractor's default should be specific & clear (i.e. without any ambiguity), so that it is not left open ended to be deliberated, understood and implemented, differently by different persons (bidders/executives/contractors/ any other persons).
- "Special conditions" of tender / contract for penalty for contractor's defaults should not be framed & kept in tender/contract with the phrase - "at the discretion of Railway administration/ executive". In fact, once the special conditions of penalty are clearly defined & kept in the tender, their imposition/non-imposition should be decided on the basis of the merit of each case and not at the discretion of administration/executive.
- The imposition of a penalty on contractors should always be supported by the well maintained records of failure/non-performance of the contractor (penalty wise & date wise), duly signed/acknowledged by both the contractor and the Executive.
- Once the "periodicity" of preparation & passing of running bills is specified in the tender/contract, the concerned Executives should best possibly honour the same. However in case of delay in doing so, the reasons for delay, should be clearly recorded and apprised to the contractor.

CASE STUDIES

1. Illegal collection of money from passengers

During a preventive check conducted in a train, a group of 5 passengers was found without ticket. When these passengers were asked to pay Rs. 2000/- (Fare + penalty), the passenger leading the group refused to pay the amount, saying that an amount of Rs. 1200/- has already been paid to a ticket checking staff at boarding station. When he was asked to show the receipt, he said that the ticket checking staff told them “रसीद नहीं लगेगा, कोई आए तो मुझसे मेरे मोबाइल नंबर पर बात करवा देना” and shared his mobile No.

Vigilance team directed the passenger to call on the given number through his mobile and put the mobile on speaker mode and asked another on duty ticket checking staff of the train to talk with him. During this call, the ticket checking staff of boarding station was heard saying that he had collected Rs. 1200/- from this group of passengers and requested on duty TTE to allow them to travel. One of the vigilance team members asked him to deposit the collected amount in Govt. Cash, but he disconnected the mobile abruptly.

From the above, it is established that the TE at boarding station had collected Rs. 1200/- from a group of 5 WT passengers in lieu of allowing them to travel and kept the money with him without depositing the same in Govt. cash.

Major penalty DAR action has been initiated against him.

2. Compassionate ground appointment on the basis of fake transfer certificate

During a vigilance investigation arising out of a complaint, the following observations have been made:-

- One railway employee, (now deceased) posted as Gangman was de-categorized and his son was appointed as Khalasi Helper on compassionate grounds on 20-7-1994.
- During appointment process, an affidavit was submitted on 05-2-1993, in which it was stated that the deponent (son of the deceased) is the natural born son, legal heir and successor of his father and at the time of appointment of the deponent's father, his surname has not been mentioned in his service book and official records of SER/BSP Division.
- As per School TC issued by Head Master of the School, on 15-1-1993, the date of admission is 07-7-1988, DOB is 08-01-1973, admission register no. 1927/88 and reason for leaving the School is 'Service'. On the basis of the same (TC), DOB had been recorded in his SR.
- In the year 1977, two sale deeds were executed in favour of above person (accused) having same name but different surname alongwith his brother by their father, which was later on acquired by M/s MCL and compensation was paid to both of them.
- As per Information and documents collected from Branch Manager, Central Bank Of India, Belpahar on 17-08-2022, the accused opened a Joint Saving account with his elder Brother. During the opening of Saving account, he submitted copy of Voter ID and Aadhar Card in which his name was showing as same as it was in land record, which was acquired by MCL. In this saving account, he got the compensation from MCL.
- On the basis of a complaint, when a check was conducted at the School, for verification of Transfer certificate issued by School and submitted by the accused at the time of appointment, it was confirmed in writing that, the School was established in the month of July, 1991 only. The school did not exist in the year 1988 (Date of admission mentioned in the TC submitted by the accused is 07.07.1988). The admission register number and name mentioned in transfer certificate does not exist. In the admission register of the school it was found that the first admission was done on 18.7.1991 with serial number 1/91.
- From the above, it is concluded that the accused has committed fraud by submitting fake Transfer Certificate in support of his date of birth at the time of appointment in Railway and showing the deceased employee as his father. However, he was the natural son of some other person.

Major Penalty DAR action has been recommended against the accused.

3. Delivery of PSC sleepers by breaking in Railway premises

During a vigilance investigation conducted in connection with delivery of scrap (PSC sleepers), it was detected that the purchaser was allowed to lift the PSC sleepers by breaking them in the Railway premises, whereas the contract provisions do not permit to do so. This action of the concerned officials has been considered by Vigilance as an act of extending undue benefit to the contractor, by breaching the provisions of the contract

As per Railway Board's letter No. 2015/RS(S)/709/5 dtd. 18.6.19, *in case permission of breaking the same on railway premises is required, the same can be done on case to case basis, with the concurrence of their associated finance subject to:-*

- *Joint survey and initial accounting to be done by custodian along with Accounts representative.*
- *Disposal to be done only through e-auction.*
- *After breaking the sleepers, debris should be cleared by the purchaser and thereafter the delivery of released steel wires and inserts, will be affected.*

In this regard it may be noted that, if the scrap PSC sleepers are required to be dismantled in Railway premises due to risky and difficult access to site, then the same may be permitted subject to compliance of above mentioned conditions. However, the very fact should be clearly mentioned and highlighted in the e-auction process itself. This will not only provide fair play ground to all prospective bidders, but it will also fetch more revenue to the Railway in e-auction.

DAR action has been initiated against the concerned officials.

4. Irregularities in execution of work

During a preventive check conducted in connection with the execution of work, it was observed that full set of sieves for sieve analysis was not available at site, although Para 4.13 of special condition of contract specifies for maintaining of well equipped lab for testing of materials at site. Further, TMT bars were found lying on ground at site and even some part of TMT bars were found immersed in water, violating Para 4.13.2 of IS 4082:1996. Concerned officials have been taken up under administrative action.

5. Placement of Railway staff under sick list on the basis of fake TRG8 memos/sick memos

On the basis of a reference made by the Vigilance Branch of one of the Zonal Railways regarding placement of Railway staff under sick list on the basis of fake TRG8 memos/sick memos, an investigation was done by Vigilance/SECR. During investigation, it was detected that 10 Railway employees, presently working in SECR remained in the sick list of Jamalpur Railway Hospital for long period, almost without any serious illness, by adopting unfair means. Station Superintendent, Eastern Railway, Jamalpur certified that none of the TRG8 memos were issued from his office, which summarily implied that the memos were fake, which they submitted for obtaining sick certificates from Jamalpur Railway Hospital. The ailments mentioned by the charged officials were lighter in nature and did not warrant going on sick list. Even if physical condition of some of them was serious, there was no need to submit fake TRG8 memo/Sick memo.

Minor Penalty DAR action has been recommended against all the 10 staff.

6. Irregularities in execution of work

(i) During a preventive check conducted in connection with execution of work regarding provision of standby SSDAC, the following irregularities were observed:-

- The depth of the trench was found varying between 40 cms to 82 cms at 7 locations, against 100 cms as stipulated in contract conditions.
- The gauge of the earth wire was found to be 8 SWG at 3 stations against 6 SWG as specified in the contract agreement. Also, cement enclosure to earth pipe as specified in contract agreement was not at all provided at any location. Supply of printed bound book for earth resistance test register from the contractor was not ensured.

- As per the MB, the quantity executed towards excavation of trenches was 467 mtrs. However, during the joint check, it was found as 185.2 mtrs.
- Daily progress register was not being maintained at site.

Major penalty DAR action has been initiated against the concerned supervisors. The amount paid to the contractor for the substandard work, in addition to imposition of a token penalty for execution of sub-standard works has been recovered from the contractor.

- (ii) During a vigilance investigation in connection with installation, testing, commissioning works of ACs, it was observed that as per CA, the above work was to be executed by the contractor supplying AC. But during investigation, it was detected that the work was got executed by the contractual staff of another AMC contract by the supervisor-in-charge. To conceal the above fact, he had generated fake documents showing that the ACs were installed at a later date. Daily Progress Register regarding installation of ACs was also not maintained. DAR/Administrative action has been initiated against the concerned staff.
- (iii) During a joint check conducted in connection with construction of coach watering facilities, it is observed that new concrete pedestals cast to support hydrant post foundation are obstructing the water way of the drain, whereas, as per the sketch hydrant post is to be fixed on drain wall. Casting of concrete pedestal by infringing the water way of the drain is highly objectionable. Division has been advised to instruct the concerned officials to rectify it immediately, in addition to initiation of DAR action against the concerned supervisors.
- (iv) During a vigilance investigation in connection with execution of work, the following observation were made:-
 - The average weight per meter of 8mm TMT bars was found 2.11% lower than the standard weight, whereas the average weight of 16mm dia TMT bars was 4.17% lower than the standard weight. However, payment to the contractor was done as per standard weight.
 - Honeycomb patches were found over FOB waist slab concrete. At one place, reinforcement was visible on concrete slab which shows the poor execution of concreting work.
 - Site Engineer was not deployed by the contractor for last three months.
 - Cement consumption registers and daily progress registers were not being maintained properly. Pages of registers as per CE Circular No. 31 were not certified by any Railway official.

In addition to initiation of DAR action against the concerned supervisor, division has also been advised the following:-

- Regarding non deployment of site engineer by the contractor: Recovery should be made from the contractor for non deployment of site engineer.
- All FOBs constructed/being constructed under the instant contract, should be inspected personally by sectional DEN. The poor work should be rejected and got redone, at the cost of contractor.
- Extra payment made to the contractor for underweight 8mm and 12mm dia TMT bars, should be recovered from the contractor. Similarly, weight of 10mm, 12mm, 20mm & 25mm dia of TMT bar should be checked personally by DEN and if any extra payment has been done, the same should also be recovered.

7. Non realisation of punitive charges

During a preventive check conducted in connection with irregularities in collection of undercharges after weighment of goods rake at en-route weighment point, it was detected that weighment of 30 rakes of SECR destination was done between the period Feb'19 to March'21 at NDB. Accordingly, FOIS messages were served to various destinations of BSP, Raipur & NGP divisions of SECR for collection of undercharges. But on scrutiny, it was found that the same was not realized. After vigilance intervention, an amount of Rs. 89.59 lakhs was realized and DAR action has been initiated against 12 staff for their lapses.

8. Irregularity in delivery of scrap

During a preventive check conducted in connection with delivery of scrap, it was observed that the scrap was being delivered by the custodian in the absence of witnesses from RPF and Accounts. The RPF representative arrived at delivery site within 5-10 minutes after arrival of Vigilance team, but the Accounts representative arrived at the spot much later. In his clarifications, RPF representative stated that he had taken verbal permission from the custodian as he had to release one accused on bail who was arrested earlier. The accounts representative and the custodian stated that the materials were not being delivered, but were being shifted from railway land. However, in the delivery programme, neither anything was mentioned about shifting of materials nor the same was intimated during the joint check. Moreover, shifting of materials is also required to be done in presence of all the witnesses. DAR action has been recommended against the custodian and Accounts representative.

9. Suspected touting activities in Tatkal booking

One preventive check was conducted at one of the PRS locations of SECR to detect irregularities in booking of Tatkal ticket. During the check, it was found that the on duty PRS staff was generating Tatkal tickets even though no one was standing in the queue at PRS counter. On further enquiry, it was found that as per the instructions of a local tout over mobile, the tickets were being generated. The concerned staff was in constant touch with the tout as it was evident from his call logs, whatsapp chats etc.

Further, the Tatkal requisitions dealt during previous one month were scrutinised. Out of 265 tatkal requisitions done during that month, irregularities were observed in as many as 67 requisitions. Some of the requisitions were dealt by the on duty staff and some were dealt by another PRS staff. In all the requisitions the Mobile No., and other details of the passengers were not filled up and the boarding stations were at foreign Zonal Railways.

Major penalty DAR action has been initiated against the concerned staff.

10. Implementation of Railway Board's guidelines regarding local purchase of medicines

One tender was floated for registration of vendors for supply of medicine in Local Purchase as per Railway Board's letter No. 2017/II/4/1/Local Purchase dtd. 31.10.2018. **Part-I** of Railway Board's letter deals with the **empanelment** of vendors for local purchase of medicines, surgical items, and consumables by following the Part-I of the Board's guidelines: -

- i) Vendor based for supply of medicines in local purchase has now been broadened.
- ii) Competitive rates received and results in saving Railway expenditure.

S.N.	Item Category	Offer Rate (Discount on MRP)
1	Branded Medicines	10%
2	Generic Medicines	40%
3	Surgical Items	45%
4	Consumables and Disposables	45%
5	Orthopaedic Implant (General)	60%
6	Orthopaedic Implant (Branded)	40%
7	Total knee replacement/Total Hip replacement	Rate fixed by Govt.

Part-II deals with the **procedure** for local purchase. Following Part-II of the Board's guidelines ensured timely availability of medicines by :-

- i) Pre-approved rotation of placing indent on Registered vendor.
- ii) Maintaining Performance Register.

Railway Board's guidelines has been implemented in the Main Hospital, but the same was not implemented in other medical Units. PCMD has been advised to implement the instructions contained in Board's letter in other medical units.

11. Non offering of P. Way scrap for auction

During a preventive check conducted at PWI unit in connection with accountal of released materials, it was found that huge quantity of released material (Value Rs. 6.41 Crore . approx.) was lying in the stores, but the same was not offered as scrap for auction since long time. It is also observed that the released materials were not updated in UDM due to which it becomes difficult to access the quantity and value of the materials.

It was observed the scrap statements prepared by the custodian were not as per the format, due to which the same were returned five times by PCE's office for updating in proper format in TMS. Thus a huge amount of Railway revenue was blocked due to non disposal of scrap in timely manner. Moreover, the quality of scrap was also degraded with the passing of time.

Concerned staff has been taken up under administrative action for preparing defective scrap statement repeatedly.



सपने वो नहीं है...
जो आप सोते समय देखते हैं...
बल्कि सपने वो हैं...
जो आपको सोने नहीं देते।

DO's & DON'TS

Concreting Work

DO's

- Particular specifications (अर्थात M25, M30 आदि) के लिए उपयुक्त mix design काही उपयोग किया जाना चाहिए और उपयोग से पहले Engineer-In-Charge द्वारा अनुमोदित होना चाहिए।
- समय-समय पर Design mix की कार्य स्थल पर नमूना जांच की जानी चाहिए ताकि mix design की आवश्यकता का विश्लेषण किया जा सके और सामग्री की बचत हो सके।
- Site पर Concreting कार्य Labour के भरोसे नहीं बल्कि skilled supervision के तहत किया जाना चाहिए।
- Design Mix Report में जिस विशेष कार्य का उल्लेख किया गया है, उसके लिए हमेशा सही सीमेंट चुनें।
- सबसे पहले Dry Concrete को पूर्व निर्धारित मात्रा (यानी कंक्रीट सामग्री की बैचिंग) के अनुसार समान रूप से मिलाएं i.e. cement, coarse aggregates, fine aggregates (either manually or in transit mixture)। Mixing के लिए WeighBatching का इस्तेमाल होना चाहिए न कि Volume Batching।
- Design mix में Water-Cement ratio एक महत्वपूर्ण पहलू होता है इसीलिए Sand और Aggregates की नमी का विश्लेषण करने के बाद ही निर्धारित मात्रा के अनुसार पानी मिलाएँ।
- Consistent Concrete प्राप्त करने के लिए wet concrete को लगभग 2 मिनट तक अच्छी तरह मिलाएं।
- पर्याप्त manpower, उचित उपकरण और tools के साथ कंक्रीट की placement शुरू करें।
- Concrete place करने से पहले workability/slump test करें।
- Concrete को पानी मिलाने के 15 से 20 मिनट के अंदर एक समान मोटाई में placed किया जाना चाहिए।
- Concrete को वाइब्रेटर या लकड़ी के टैम्प द्वारा कंक्रीट का उचित compaction करें।
- हमेशा फॉर्मवर्क के props/ supports की स्थिरता की जांच करते रहें। देखें कि cover insert विस्थापित न हो जाए।
- Cover block उसी design mix का होना चाहिए जिस mix का concrete है।
- Concrete की सतह और किनारों की finishing में ट्रॉवेल या लकड़ी के फ्लोट्स या धातु के फ्लोट्स का उपयोग करें। सुनिश्चित करें कि ट्रॉवेलिंग करते समय कंक्रीट उसी दिशा में समाप्त हो।
- Concrete निर्माण के दौरान joints पर उचित finishing करें।
- Concrete के रिसाव पर ध्यान दें। पानी तेजी से वाष्पित नहीं होना चाहिए।
- 6 से 10 घंटे के बाद curing शुरू करें।

Don'ts

- जब तक जरूरी और अपरिहार्य न हो, रात में कभी भी concreting न करें। कार्यस्थलों पर प्रकाश व्यवस्था कभी भी पर्याप्त नहीं होती है और इसलिए कहीं न कहीं कुछ त्रुटियां हमेशा हो सकती हैं।
- क्षतिग्रस्त formwork का उपयोग न करें। यह कंक्रीट को प्रभावित करता है जिसके परिणामस्वरूप honeycomb बनता है।
- Volumetric batching का कभी न करें। कभी भी गमले के उपयोग की अनुमति न दें।
- Concrete में बिना धुले aggregates का प्रयोग न करें; इसके परिणामस्वरूप कमजोर कंक्रीट और रखरखाव की लागत बढ़ सकती है।
- Concrete मिक्सर को overrun न करें जिसके परिणामस्वरूप कंक्रीट के घटक अलग-अलग हो जाते हैं।
- Concrete बनाने के दौरान placement में आसानी के लिए अधिक पानी न डालें।
- Concrete cubecast करने से पहले concreting शुरू न करें। कंक्रीट की मजबूती पूर्व निर्धारित मिश्रण डिजाइन के अनुसार होनी चाहिए।
- High concrete slump, excessively high air content or excessive fines का उपयोग न करें।
- Semi-dry concrete का प्रयोग न करें। इससे कंक्रीट के अंदर honeycomb बनने की संभावना रहती है।
- कंक्रीट डालने के दौरान एक स्थान पर कंक्रीट का ढेर न लगने दें।
- Initial setting के बाद कंक्रीट को vibrate न करें। (अर्थात 30 मिनट के बाद) ।

- कंक्रीट की सतह पर साव मौजूद होने पर concreting खत्म न करें।
- कंक्रीट को अधिक ऊंचाई से न गिराएं क्योंकि इससे अलगाव हो जाएगा।
- कंक्रीट को पर्याप्त strength मिलने तक फॉर्मवर्क को न हटाएं।
- कंक्रीट की फिनिशिंग में, कंक्रीट की सतह पर पानी को कभी भी फेंकें या छिड़कें नहीं।
- सूखे कंक्रीट की फिनिशिंग न करें।

Works Tender

DO's

- Market rate का सर्वे करें, estimate और tender schedule फ़ाइनल करने से पहले proper & realistic rate analysis करें।
- Eligibility criteria और similar nature of work को एनआईटी और निविदा दस्तावेज में रेलवे बोर्ड/मुख्यालय के दिशानिर्देशों के अनुसार सख्ती से शामिल करना सुनिश्चित करें।
- कार्य की समान प्रकृति की गलत interpretation के परिणामस्वरूप lowest offers को bypass नहीं किया जाना चाहिए।
- सुनिश्चित करें कि reasonableness of rates का तर्कसंगतता, तार्किक और तकनीकी रूप से जांच की गई है।
- सुनिश्चित करें कि special conditions जिनका कि financial implications है, उनका मूल्यांकन प्रस्तावों की सही inter-se position निकालने में किया जा रहा है।
- Summarily rejection conditions पर विवेकपूर्ण ढंग से चर्चा और विचार-विमर्श होना चाहिए।
- IREPS में अनिवार्य आवश्यक दस्तावेजों को अपलोड करने के लिए "TAB" को "NOT ALLOWED" रूप में चिह्नित नहीं किया जाना चाहिए।
- TC द्वारा dissenting notes को ध्यानपूर्वक संज्ञान में लाना चाहिए।
- Contractor द्वारा deployed कर्मचारियों और इंजीनियर की दैनिक उपस्थिति का रिकॉर्ड maintain करना चाहिए।
- PCE's Circular No.31 के अनुसार, साइट रजिस्ट्रारों में पृष्ठों की संख्या Dy.CE/XEN/Sr.DEN/DEN/AXEN/ADEN द्वारा प्रमाणित किया जाना चाहिए।
- कार्यस्थल पर किसी भी सामग्री का उपयोग करने की अनुमति देने से पहले, उसे आवश्यक परीक्षण करने के बाद सक्षम प्राधिकारी द्वारा पारित किया जाना चाहिए, और Material Passing Register में दर्ज किया जाना चाहिए।
- कोटेशन के माध्यम से Emergency Procurement के प्रस्ताव में, कार्य का Description/Justification, Quantity, Allocation of Fund अनिवार्य रूप से शामिल किया जाना चाहिए ताकि SOP के अनुसार सक्षम प्राधिकार का अनुमोदन लिया जा सके।

Don'ts

- किसी विशेष कार्यकारी की स्वीकृति शक्तियों के अंदर बनाए रखने के लिए अलग-अलग निविदाएं बुलाने के लिए कार्य को विभाजित न करें।
- अनावश्यक/अप्रासंगिक विशेष शर्तों को शामिल करके सभी पात्र ठेकेदारों की भागीदारी को प्रतिबंधित न करें।
- निविदा समिति के सदस्य होते हुए स्वीकार करने वाले प्राधिकारी की शक्तियों का प्रयोग न करें।
- निविदा समिति के विचार-विमर्श करने से पहले किसी विशेष प्रस्ताव की उपयुक्तता पर सलाह न दें।
- अनुशंसित प्रस्ताव की स्वीकृति को प्रभावित करने के लिए विशेष शर्तों के मूल्यांकन में विसंगतियों की अनुमति न दें।
- निविदा में overall major items के respect में individual item के दरों को असामान्य रूप से उच्च और अव्यवहार्य स्वीकार न करें।
- Lowest Offer पर विचार करते समय Competent Authority द्वारा "Sanctioned" शब्द का प्रयोग नहीं करना चाहिए उसके स्थान पर "Accepted" शब्द का प्रयोग करना चाहिए क्योंकि वितीय मामलों के संदर्भ में दोनों का मतलब अलग-अलग होता है।

Miscellaneous

DO'S

- AT Welding- Special Conditions of Contract फ्रेम करते समय, Tolerance Limit, Guarantee and penalty Clause for Defective Welds के लिए सुनिश्चित करें कि ये सारे मानक नवीनतम Manual के अनुसार हों तथा कहीं भी भिन्नता नहीं हो।
- Metalizing Work(Steel Girders)-DFT Register का Standard Form तैयार किया जाना चाहिए ताकि Metalizing/Painting कार्यों की बेहतर गुणवत्ता नियंत्रण बनाए रखा जा सके।

Indenting of stores

DO's

- All Demands to be processed in UDM.
- **Description/specification** should be clear and complete.
- Double check the rates indicated as estimated rate or last purchase rate before signing the indent. Furnish basis of this rate i.e. last purchase order No. & date, quantity and source, market survey details or standard price list details etc.
- For initial purchase/first time indent – ensure that budgetary/estimate rate from authorized agent/OEM/OES and are not inflated.
- While approving quantity on indents, ensure that the quantity is fully justified in relation to the asset(s) for which the procurement is to be made.
- One requisition should be placed for one item, unless the item is to be procured as part of set, kit or assembly.
- Ensure approval of Competent Authority for indenting restricted items as per S.O.P.
- Ensure signing of indent by Competent Authority and finance vetting, wherever required.
- Any requirement of catalogues, authorization certificates calibration certificates, etc. should be clearly indicated in the indent as a special clause. Justification should be recorded in file .
- Periodic review of non-stock indents to make frequently purchased items as stock items.

Don'ts

- Do not resort to procurement by sample. It should be an exception.
- Do not split quantities and place frequent demands.
- Do not issue a proprietary article certificate (PAC) for any item, unless you are fully satisfied about it. Issue of a PAC attracts personal responsibility.
- Do not submit non-stock indents for stock item except under special circumstances recording the reasons for the same.
- Do not issue a proprietary article certificate (PAC) for any item, unless you are fully satisfied about it. Issue of a PAC attracts personal responsibility.
- Do not submit non-stock indents for stock item except under special circumstances recording the reasons for the same.

Store Tenders

DO's

- Ensure that approval of competent authority has been taken for quantity and for mode of tender.
- Ensure that tender notice has been given wide publicity and put on website.
- Finalise the tender within the period of validity of offers to guard against the possibility of increases in prices and consequently incurrence of extra expenditure by the Govt.
- Do properly assess and evaluate bids particularly special conditions offered by the tenderer.
- In all cases, where the lowest or lower tenders are rejected, full reasons for the rejection should be recorded so that the reason for such rejection would be available on file.
- In case where the performance of lowest/lower offer is not satisfactory and next offer is considered for full/part quantity order, performance of the same firm should be also assessed and placed on record.

- Even when the level of the Tender Committee is decided based on the lowest acceptable offer as per technical note, it would be incumbent on that tender committee to examine individually all the offers lower than the lowest technically acceptable offer and make appropriate recommendation in each case for consideration of the accepting authority.
- Ensure that security deposits and earnest money deposits are collected from registered/unregistered suppliers as per extant rules and when exempted, proper reasons are recorded and competent authority's sanction taken for the same.
- Ensure that in case descriptions or specifications undergo significant changes after invitation of tenders, equal opportunity is given to all the suppliers by re-tender.
- In case of purchase from RDSO/PU approved sources, ensure to check the current status of RDSO/PU approved list at the time of TC meeting and current list should be available on record.
- Ensure that the recommendation of all the members are included in TC minutes and there should not be any separate dissent note.
- Ensure as Tender Accepting Authority that detailed reasons are recorded if there is disagreement with tender committee.
- Ensure that the tender committee minutes contain the relevant information as the date venue of the meeting and dated signatures of the members.
- Maintain complete records in the file and ensure secrecy of the tender.
- Every offer has a right to fair consideration
- *Purchase Officer will not be absolved of the irregularities committed merely because technical suitability/rate reasonability/urgency was furnished by user department.*

Don'ts

- Do not reject the tender of new bidder(s) on flimsy or unrealistic grounds in order to favor the bidder(s) who are previous suppliers.
- Do not hide any favourable/ unfavourable information in TC discussions.
- Do not change the tender committee members once constituted without prior approval of competent authority.
- Do not allow anomalies in evaluation of special conditions to effect the acceptance of the offer recommended.
- Do not entertain modification of tenders subsequent to the opening of tenders.
- Do not accept a single offer received in response to a call for limited tender unless the work is very urgent and approval from competent authority has been obtained.
- Do not exercise the powers of the accepting authority in case you have been a member of the tender committee.
- Do not record the acceptance/otherwise of the tenders anywhere else than the body of the tender committee minutes.
- Do not use noting on the tender file by the TC members as a substitute for the meeting.

Depot working

DO's

- UDM/IMMS to be used for material receipt and accounting activity.
- Check immediately on receipt of material and compare with purchase order & challan for correctness of the material in quality/quantity.
- Intimate the firm and purchase officer immediately, if any shortage/discrepancy is found.
- Check the packing condition before taking delivery whether requiring any open delivery.
- If it is door delivery ensure that material being delivered pertains to you or not.
- Ensure inspection and testing of the materials as per the Purchase Order.
- When the supplies are to be rejected, ensure that the rejection memo reaches the supplier within the stipulated time
- Post the entries first in DMTR and then to the concerned ledgers after acceptance and not vice-versa.
- Ensure timely accountal of materials in the wards without any delay ,when the materials is properly received, checked, inspected and accepted by the depot officer.
- Test reports to be kept along with IC.
- Monitor Purchase suspense, specially in Advance payment cases.
- Depot stock verification should be conducted periodically as per the list given by HQ office.
- Officers/supervisors to periodically check and sign registers maintained by subordinates.
- Warranty Rejections shall be handled on UDM .

Don'ts

- Do not accept a supply pre-inspected by agencies like RITES, DGS&D, RDSO etc. without checking the seal and the supporting inspection certificates and validity.
- Do not delay in the accountal of material without any proper reason.

On Board Housekeeping Services(OBHS) in trains

DO's:-

- Cleaning and disinfections of all coach toilets should be done, during the working hours of OBHS in journey as per the contract-agreement & on demand by the passengers. .
- Spraying disinfectant for sanitization of toilets, after washing and drying of toilets & provision of deodorant sticks in toilets should have to be ensured.
- Refilling liquid soap in AC-coach toilets as & when required, during the round trip journey. Providing tissue paper rolls in all toilets and its replenishing in AC coach toilets as & when required, during the round trip journey.
- Dry cleaning and mopping of the passenger compartments, aisle area, cleaning of doorways, gangways and vestibule portion including clearance from dustbins should be done, during the journey.
- Spraying mosquito repellent in all coaches, especially in toilet and vestibule area. It should be done prior to spraying of deodorant. It shall also be sprayed on passenger demand.
- Spraying Air Freshener in the AC coaches, after cleaning work or as and when demanded by passenger.
- Wiping of platform side window glasses of all the AC coaches at those stations where stoppage is 5 minutes or more and the station is not nominated as 'Clean Train Station' for the particular train.
- Cleaning of coach floor area in any coach, when passenger spills some liquid food etc. on the coach floor.
- Collection of garbage in polybags from the passenger compartment as well as from dustbin & its disposal at the nominated en-route stations.
- Duty list of OBHS staff along with the railway contact number shall have to be pasted in all reserved coaches, for passenger information.
- Manpower have to be deployed, as mentioned in the contract agreement. One Executive Housekeeper should have to be present to supervise the cleaning activity, during the round trip. All staffs should be in uniform during journey.
- Certain brands of the cleaning materials, in an indicative quantity along with cleaning tools(as mentioned in the OBHS trip card/contract agreement) have to be provided to OBHS staffs, which should be used for cleaning during the journey by them.
- The attendance of OBHS staffs has to be checked as per the OBHS Trip card, during boarding at origin station on, at other end on arrival and again at originating station after completion of journey. Use of Biometric attendance system should have to be followed, as per the contract-agreement.
- Feedback form(i.e. Passenger Satisfaction Index/PSI form) should be got filled & signed by the travelling passengers after carrying out the OBHS work. The passenger's sign should never to be taken immediately after start of the train.

Dont's:-

- Do not allow OBHS staffs for duty without travel authority, police verification & cash declaration .
- Don't allow OBHS staffs without uniform, PPEs(Personal Protective Equipments) & ID cards etc.
- Don't allow OBHS staffs with non-branded/less quantity of cleaning material (as mentioned in the contract agreement.)
- Don't allow staffs without adequate cleaning tools or without Passenger feed-back forms.
- Do not allow OBHS staffs without OBHS trip-card as any shortcoming found during check at boarding should have to be mentioned in the OBHS trip-card.

TRAFFIC (GOODS)

DO's:

- Status/working condition of weighbridge should be repeated daily to commercial control. Any failure /Fault in weighbridge should be communicated to commercial control immediately.
- Records of Load adjustment carried out should be properly maintained.
- Immediately communicate status of re-weighment and load adjustment en-route to originating and destination station with FOIS control to take further necessary action.
- Ensure accrual and realization of shunting charge for utilization of Railways loco in shunting movement of rake in load adjustment.
- Instructions of minimum 5% weighing of rake loaded with standard bag consignment should be followed properly.
- Testing cum Calibration of electronic in motion weighbridge as per tamper proof norms of RDSO should be done.
- The status of successful e-transfer of payment on Railway account must be confirmed in case of e-RR generated without positive confirmation of freight payment.
- In case of stacking of goods, ground position should be taken on hourly basis and the same should be repeated to commercial control.
- Ensure updating of placement/ release timings in FOIS on real time basis.
- Ensure all particulars of pending task at the time of handing over/Taking up of duty by the staff.

Don'ts:

- Partial adjustment and permitting running of rakes at restricted speed except as directed by rules.
- Detention in generation of Railways Receipt without any appropriate ground.
- Give release memo without proper checking of evacuation and gate closing of wagons placed for unloading.
- Let Calibration and stamping of electronic in motion weighbridge get due.
- Move rake in FOIS with incorrect wagon composition of rake at originating loading point.
- Freight adjustment without prior approval of competent authority.
- Fail to make relevant entry in Wagon Transfer Register.
- Keep a Duplicate/Clone register in Goods shed /Siding office.
- Deliver consignments without submitting original e-Transaction slip or other related documents in the specified manner.

COMMERCIAL CONTRACT

DO's:

- In earning commercial contract, ensure realization of pending License Fee and other applicable charges before releasing of Security Deposit (SDs)/EMDs/PGs.
- Maintain and keep proper record of payment of License Fee with late Payment Fee and other applicable charges.
- Execute agreement timely by fulfilment of necessary formalities as deposit of Security Deposit/ Performance Guarantee.
- Random verification of payment towards EPFO, ESIC and wages should be done.
- Random verification from banks regarding wage payment made by contractor shall be done. The data related to labour must be crossed checked and verified from *Shramik Kalyan* Portal while passing the bills of service contracts.
- Timely Implementation/execution of all terms and conditions of contract agreement.

Don't:

- Keep blank Log books and other forms of cleaning contract.
- Ignore the substandard items used as cleanliness agent.
- Sign or forward no dues certificate without checking the factual status of License Fee payment and other applicable charges.

PARCEL TRAFFIC

DO's:

- Ensure timely testing & calibration followed by stamping of weighing machines utilized for weighing of parcel packages.
- Implement norms of weighing of minimum 20% of parcel packages brought for transportation under leased SLR traffic.
- Physical removal of packages from Railway premises must be ensured at the time of delivery of packages. Ensure inventory on daily basis.
- Ensure that in connection to leased re-weighment, statistical consolidated data as MCDO figure should be sent to division at the end of month.

Don't:

- Delivery of inward parcel packages without weighing and entry in record with following due process.
- Permit to keep packages in parcel godown without booking.

RESERVATION/HO QUOTA RELEASE

DO's:

- Ensure to check status of allotted and left over berths under HO quota on daily basis for all trains.
- Verify the genuineness through telephonic communication of requests of HO quota received under letter head of VIP, in case of anomalies seen.

Don't:

- Release of berth under HO quota without allotment by competent authority.
- Login in terminal which is not defined or kept stand by.

TICKET CHECKING

DO's:

- Always declare personal cash in words and figure, the same figure should be mentioned in EFT, HHT along with Appearance register.
- Instance of berth firing should be immediately brought to the notice of higher officials for its rectification through data base.
- Tatkal PRS tickets specially generated from a far location should be thoroughly check followed by check of genuineness of IDs of all the passengers.
- To ensure prompt declaration of personal cash by on duty OBHS staff in train.
- To ensure prompt realization of GST @ 5% and other charges as per extant rules in case of issuance of EFT to the passengers travelling in AC coaches.
- To ensure appearance to the passengers near their nominated coach on all the scheduled stoppage of train during the duty.
- Tickets issued on various concessional vouchers viz; medical concession certificates, military warrants, duty pass, PTOs should be thoroughly checked so as to ensure that tickets are issued correctly on concessional vouchers.

Don'ts:

- Don't realize rough charges during making EFT in calculation of GST and other charges.
- Don't accept money in personal account through UPI and other non conventional mode of payment.
- Don't leave the nominated berth/Coach during assigned duty hours.

Electrical Department

Do's :-

- Ensure proper accountal of store materials for both new items and released items.
- Verify the receiving records before issuance of inspection certificate.
- Insist for warranty certificate as per terms and conditions of contract well before processing of payment of bills.
- Ensure the make and specification of materials as per contract agreement before accepting the materials.
- Materials should be issued through proper documents to authorized persons only.
- Joint inventory is to be conducted for the materials to be released before commencement of the work.
- During execution of work ensure validity of electrical contractor's licence.
- Ensure that defective energy meters are replaced on priority.
- Extend temporary power supply to outsiders/contractors only after getting approved documents from competent authority.
- Process EIG sanction proposal in time for Commissioning of HT installations and obtain sanction before energizing the same.
- During preparation of drawings, principles laid down in ACTM to be followed strictly.
- Ensure PF and ESI subscription payments before passing bills in service contracts.
- Ensure daily attendance of man power required as per contract.
- Ensure prior approval of competent authority before executing additional quantities in each schedule item so that the contracts are not vitiated.

Don'ts :-

- Do not take materials into account without proper documents.
- Do not accept the materials of other brand than specified in contract agreement.
- Do not change RDSO/RITES inspection to consignee inspection without approval of competent authority.
- Do not indent electric items not confirming to IS specifications.
- Do not deviate the work location without approval of competent authority.
- Do not prepare estimate to extend power supply to outsiders/contractors without physical survey of site.
- Do not extend temporary power supply to outsiders/contractors without proper authority and without provision of meter connection.
- Do not extend DG supply to outsiders/contractors.
- Do not record the measurement of works without mandatory checks.
- Do not pass final bill without reconciliation of material.

Signal & Telecom

Dos

- Ensure that the reasonableness of rates is examined critically, logically and technically, economically, practically, both in respect of total cost and rates of individual items.
- Ensure that tender committee constituted is of competent level of officers, specified as per extant rules and nominated at an appropriate level.
- Ensure that all special conditions having financial implications are evaluated, to arrive at correct position of the offers.
- Record the relevant and valid reasons, both technical and /or financial, for by passing the lowest offer, if it is not acceptable.
- Ensure proper supervision of site works.
- Ensure correct quantity estimate and correct description & specification for procurement of materials and correct and realistic estimate for works to be executed.
- Ensure to receive correct materials as per description, specification, drawing number, quantity etc. as per the purchase order/ contract.
- The execution of work should be documented chronologically in work site register.
- Cable-While laying new cables check the depth, bricks, sand filling, protective pipes etc. before filling up the earth.
- Follow guide lines published by Railway Board strictly.
- When receiving of material Inspected by RITES / RDSO the inspection mark / Hologram affixed on the materials should be verified carefully.

- Tender file should be scrutinized thoroughly and the document should be kept in file chronologically.

DON'Ts

- Do not twist, suppress, exaggerate or manipulate facts in the T.C.
- Do not incorporate any items for maintenance, which are not exist at site
- Don't certify in MB or Bill without checking of Measurement physically.
- MB (Measurement Book)-Overwriting should be avoided and measurements should be specific.
- Don't forget to make "No claim certificate" from both the concerned executive & Contractor as a part of final bill.
- Don't change description & specification after award of the work.
- Don't forget to prepare vitiation statement while doing variation.
- Do not submit non-stock indent for a stock item, except under special circumstance recording the reasons for the same.
- Do not split the demand to bring within certain limit.
- Do not certify urgency unless you are fully and personally satisfied about it as this may lead to purchase at a higher rates.
- Do not delay in disposal of tender cases.
- Do not receive & issue materials without proper/relevant documents.
- Do not furnish names of fictitious/non existent vendors on the indent.
- DP should not be re-fixed to mere benefit of the supplier.

Railway Service Conduct Rules

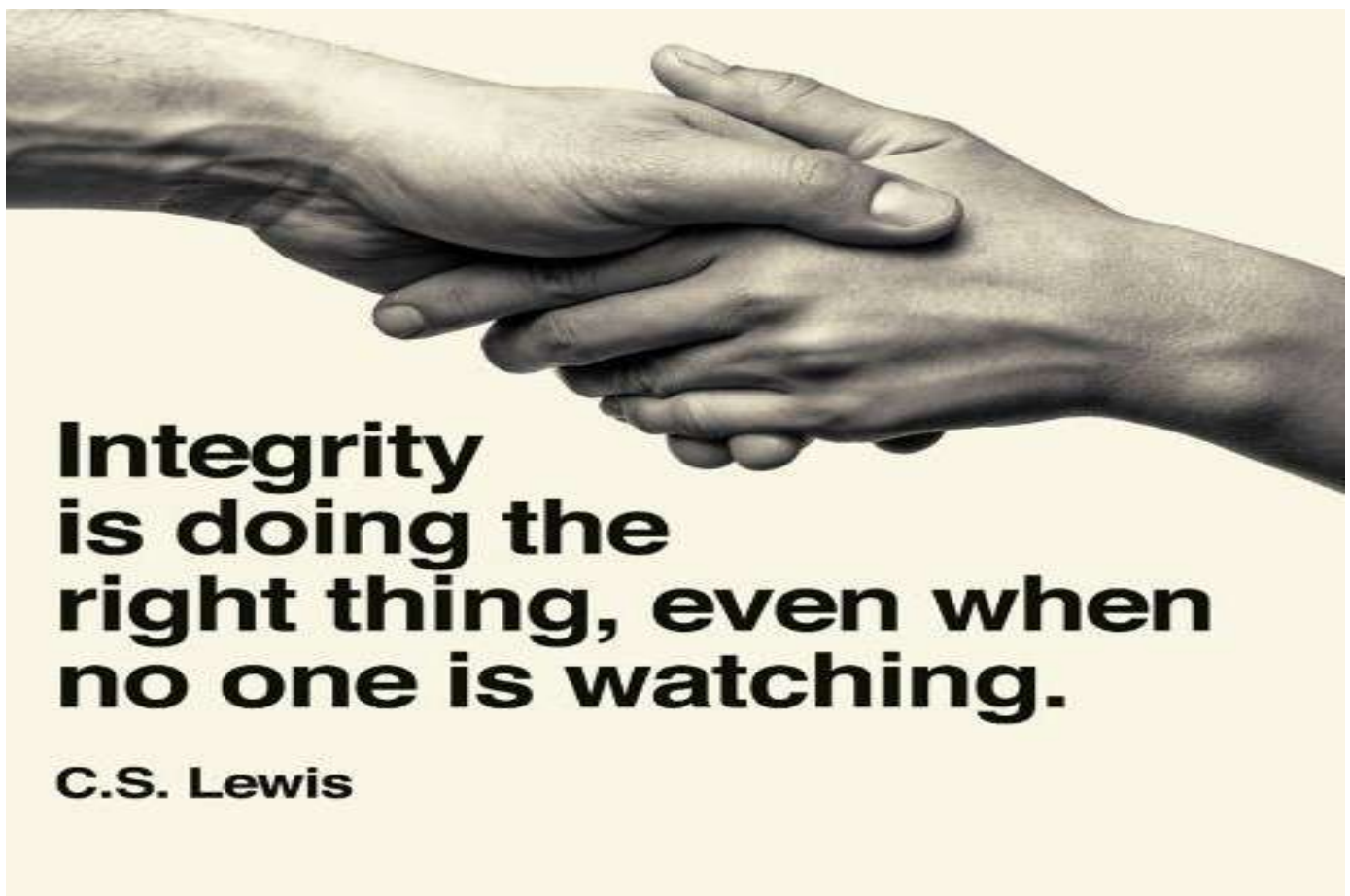
DO's

- Always act in courteous manner and show promptness in official dealings.
- Seek confirmation in writing as early as possible when you have received oral direction from your official superior. Whereupon it shall be the duty of the official superior to confirm the direction in writing.
- Act in accordance with the Government's policies regarding age of marriage, preservation of environment, protection of wildlife and cultural heritage; & prevention of crime against women.
- Intimate to the Govt if you become aware of the acceptance by a member of your family of an employment in any company or firm and have any official dealings with that company or firm.
- Avoid accepting lavish hospitality or frequent hospitality from any individual, industrial or commercial firms, organizations, etc. having official dealings with you.
- Report the full facts of the legal proceeding to the Government if any legal proceeding is instituted for the recovery of any debt due from you or for adjudging you as an insolvent.
- Intimate under Rule 18(4) to the prescribed authority in the proforma laid if the cumulative transactions i.e., sale, purchase or both in shares, securities, debentures or mutual funds scheme etc. exceeds the prescribed amount fixed by the Govt time to time.
- Intimate the fact to the Government if married a person other than of Indian Nationality.
- Refrain from consuming any intoxicated drink or drug in a public place; and strictly abide by the law relating to intoxicating drinks or drugs during the course of duties and take due care that the performance of duties at any time is not affected in any way by the influence of such drink or drug.

Don'ts

- Do not indulge in any act of sexual harassment of any woman at any work place.
- Do not deal with any matter or give or sanction any contract to any company or firm or any other person, if any member of your family is employed in that company or firm or under that person or if he or any member of your family is interested in such matter or contract in any other manner and the railway servant shall refer every such matter or contract to his superior officer or authority and the matter or contract shall thereafter be disposed of according to the instructions of such officer or authority.
- Do not be a member of, or be otherwise associated with, any political party or any organization which takes part in politics nor take part in, subscribe in aid of, or assist in any other manner, any political movement or activity.
- Do not join, or continue to be a member of an association or union the objects or activities of which are prejudicial to the interests of the sovereignty and integrity of India or public order or morality.

- Do not engage yourself or participate in any demonstration which is prejudicial to the interests of the sovereignty and integrity of India, the security of the State, friendly relations with foreign states, public order, decency or morality, or which involves contempt of court, defamation or incitement to an offence.
- Do not communicate, directly or indirectly, any official document or any part thereof or classified information to any Railway servant or any other person to whom you are not authorised to communicate such document or classified information." except in accordance with any general or special order of the Government.
- Do not give or take or abet the giving or taking of dowry; or demand directly or indirectly, from the parents or guardian of a bride or bridegroom, as the case may be, any dowry.
- Do not Sub-let Government accommodation.
- Do not, except with the previous knowledge of the Government, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise either in your name or in the name of any member of your family.
- Do not, except with the previous sanction of the Government, acquire or dispose of any immovable property, either in your name or in the name of any member of your family, if any such transaction is with a person having official dealings with you.
- Except with the previous sanction of the Government, do not acquire, by purchase, mortgage, lease, gift or otherwise, either in your name or in the name of any member, any immovable property situated outside India.
- Do not attempt to seek redress from the court of law or such matters (even in cases where such a remedy is legally admissible) without first exhausting the normal official channels of redress can only be regarded as contrary to official propriety and subversive of good discipline and may well justify the initiation of disciplinary action.
- Do not bring or attempt to bring any political or other influence to bear upon any superior authority to further your interests in respect of matters pertaining to your service under the Government. Do strictly refrain from bringing pressure from the M.Ps and other influential outsiders to secure benefits out of turn or regarding any matter arising out of their service.
- Do not enter into, or contract a marriage with any person having a spouse living.



**Common Precautions to be Taken by Dealers and Supervisors of Personnel
Department**

-J.S.Tata,
Asstt. Work Study Officer

1. CHILD CARE LEAVE: (CCL)

Child Care Leave (CCL) was introduced in Railways in the year 2008 at the time of implementation of 6th Central Pay Commission w.e.f 01.09.2008 to take care two eldest surviving children. **[SECR/ER No. 204, 237/2008]**

A female Railway employee will be entitled for CCL to a maximum period of 730 days in her service career to look after the child/children up to the age of 18 years. However in the case of a female Railway Employee having disabled child/children there is no upper age limit for the child. **[SECR/41/2019]**

The CCL can be availed in a maximum 3 spells of with no less than five days in each spell in a calendar year. However if the female Railway Servant is single (female) parent the eligibility of spell is 06 times in a calendar year. However CCL is not a right and it is to be treated as earned leave as far as the female Railway Servant is concerned. CCL is also admissible to the Female Railway Employee in case of adoption of child also. However this will not be admissible in the case of surrogacy. The female Railway Employee can also leave HQ. and can also travel Ex-India availing CCL but with the approval of Competent Authority following due process. However during the CCL if date of annual increment falls due, the employee will be entitled for Annual Increment only on joining or reporting from CCL.

During CCL period, for the first 365 days the female Railway Employee will be entitled for full salary except Transportation Allowance and for the next 365 days the employee will be entitled for 80% of the salary except Transportation Allowance. **[SECR/348/2022]**

For female RPF Employees, Ration Money will be entitled in full for first 60 days of CCL and @ 50% for next 60 days of CCL and NIL after 120 days. **[SECR/192/2022]**

CCL can be combined with any kind of leave. **[SECR/348/2022]** Single male parent Railway Employee is also entitled for CCL. **[SECR/348/2022]**

CCL will be included in the ambit of leave availed 05 years at a stretch. **[SECR/158/2012]**

Case Study on CCL:

As an example of a case study when the undersigned was posted in a Division of SECR an application for grant of CCL in favour of a female Railway Employee was put up to the undersigned for sanction. The undersigned advised the concerned Bill Section dealer and the Ch. OS of the Bills Section to put up the application with details of CCL availed by the female Railway Employee till that date along with her service sheet. Regretfully both the Bill section dealer and the Ch. OS In-charge of the Bill section told that no such records were maintained. It was surprising as well as shocking. The undersigned advised the two to check from the muster rolls and put up the position. After a Herculean Exercise for few days the two submitted that the concerned Female Railway Employee had already availed more than 430 days CCL by that time.

In the ER No. SECR/237/2008 detailed instructions as how to maintain the record of CCL has been elaborated. Neither the Bill section dealer nor the In-charge were aware of it. The undersigned instructed the three In-charges of Bill Section to strictly maintain proper record in respect of CCL availed by each female Railway Employee in the division.

It is also seen that officers in different departments sanction CCL in favour of female staff without knowing the CCL at credit or CCL already availed. Hence as a system improvement every application of CCL submitted by any female Railway Employee in any department whose leave record is maintained in Personnel Branch, the Personnel Officer should certify the CCL at credit of the female employee and thereafter the CCL should be sanctioned by concerned departmental officers.

More often recovery or stopping of Transportation Allowance of female Railway employees on CCL is ignored. This aspect should be properly taken care of. Proper maintenance of CCL account will ensure that no female Railway Employee avails excess CCL.

2. VERIFICATION OF SERVICE SHEET AND LEAVE ACCOUNT OF STAFF RETIRING WELL IN ADVANCE.

Under the present practice the Service Sheet, Leave Record etc. of staff retiring are sent to Finance Department two to three months prior to the date of retirement of the Railway Employee for verification, certification of qualifying service, last pay, certification of Leave balance etc.

As per instructions of Hon'ble Supreme Court no over payment in respect of Pay should be recovered from the Group 'C' and Group 'D' employees retiring within one year.

In a number of cases it is noticed that due to wrong fixation of pay or excess leave availed/no leave conditions, over payments are certified and suggested by Finance department during verification of their service sheets in respect of staff whose service sheets are sent for verification on the eve of their retirement. The recovery as certified by Finance Deptt. is enforced from the salary or settlement dues of such employees. This is highly irregular and may invite court cases on the department.

As a remedy a joint procedure can be adopted by Personnel and Finance departments and the Service sheets and leave account of employees should be verified at least three years before the retirement of the employee so to ensure that cases of excess leave availed/ no leave conditions or over-payments are detected in advance and mandatory recovery if any can be completed well in advance.

Corruption: A Menace to Society

-Pradeep Kr. Mishra-
CVI(P)

Corruption, a pervasive and insidious societal issue, erodes the very foundations of trust, justice, and development. Defined as the abuse of power for personal gain, corruption manifests in various forms, from bribery and embezzlement to nepotism and cronyism. It transcends borders, affecting both developed and developing nations, and its consequences are far-reaching.

One of the most glaring consequences of corruption is the hindrance of economic growth. When funds earmarked for public welfare are siphoned off by corrupt officials or misappropriated for personal gain, infrastructure development, education, and healthcare suffer. Inadequate public services, in turn, perpetuate poverty and inequality.

Furthermore, corruption undermines the rule of law and weakens the foundations of democracy. When individuals in positions of power act with impunity, citizens lose faith in their institutions. This erosion of trust can lead to political instability and social unrest, threatening the very fabric of society.

To combat corruption, a multi-pronged approach is necessary. Transparency, accountability, and strong anti-corruption laws are vital. Equally important is fostering a culture of ethics and integrity from the grassroots to the highest levels of government and business.

In conclusion, corruption remains a formidable challenge, but addressing it is crucial for the well-being of societies worldwide. By recognizing its corrosive effects and taking decisive action, we can pave the way for a fairer, more just, and prosperous future.

भ्रष्टाचार के उन्मूलन से ही देश की प्रगति संभव है।

श्याम कुमार मौर्य
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भ्रष्टाचार शब्द दो अक्षरों के तालमेल से बना है, इसका संधि विच्छेद भ्रष्ट+ आचरण है, अर्थात एक ऐसा अनैतिक आचरण है जिसमें भ्रष्टाचार में लिप्त व्यक्ति के द्वारा अपने निजी स्वार्थ लाभ के लिए अनुचित और गैर कानूनी तरीके से धनार्जन की होड़ में देश की संपत्ति का शोषण और देशवासियों का अहित करने से भी गुरेज नहीं करता है। भ्रष्टाचार देश की उन्नति के पथ पर सबसे बड़ा बाधक तत्व है, यह उस दीमक की तरह है जो अंदर ही अंदर देश को खोखला कर रहा है। यह व्यक्ति के व्यक्तित्व का आईना है जो यह दिखाता है कि अपने व्यक्तिगत स्वार्थ सिद्धि के लिए कोई कितना निमनस्तर तक गिर सकता है।

भारत जैसे विशाल देश में भ्रष्टाचार एक आम बात हो चुकी है, जिसे लोगों ने स्वीकार कर उसे अपनी आदत बना ली है, जिसके परिणाम स्वरूप आर्थिक रूप से पिछड़े और गरीब जनता को इसका खामियाजा भुगतान पड़ता है। भ्रष्टाचार के कारण होने वाले नुकसान से आज हम सभी भली-भांति परिचित हैं। भ्रष्टाचार के कारण लोगों को कई तरह की सार्वजनिक व मानसिक समस्याओं का सामना करना पड़ रहा है। किसी गरीब की हिस्से की शिक्षा किसी पैसे वाले अमीर को दी जा रही है। देश के युवाओं में पर्याप्त शैक्षणिक योग्यता एवं प्रतिभा होने के बावजूद भी रिश्वतखोरी की वजह से युवाओं को रोजगार प्राप्त नहीं हो रहा। हमारे देश के सरकारी दफ्तरों में उच्च पद पर बैठे कुछ भ्रष्ट लोग अपने रसूख का इस्तेमाल करके कई वर्षों तक मलाईदार पदों पर आसीन रहकर भ्रष्टाचार को बढ़ावा देते हैं, इन रसूखदार लोगों के विरुद्ध की गई शिकायतों पर भी कोई कार्रवाई नहीं हो पाती है, इसमें कोई अतिशयोक्ति नहीं है कि ऐसे लोगों को राजनीतिक संरक्षण ना मिला हो। गरीबों को मिलने वाली सरकारी सुविधाओं जैसे आवास, निशुल्क चिकित्सा, शिक्षा, पीने का पानी, न्याय व्यवस्था, सड़क, बिजली इत्यादि मूलभूत सुविधाओं पर भी कुछ भ्रष्टाचारी गिद्ध जैसी टकटकी निगाहें लगाए रहते हैं, जिससे गरीबों को मिलने वाली सरकारी सुविधा या तो पूर्ण रूप से मिल ही नहीं पाती या मिलती भी है तो उनमें कटौती कर दी जाती है।

भ्रष्टाचार एक ऐसी लत है, जिसका स्वाद एक बार चखने के बाद उसकी लत लगाना स्वाभाविक है, इसकी मकड़जाल में फंसने के बाद इससे बाहर निकल पाना बहुत ही मुश्किल होता है, और एक बार इस दलदल में उतरने के बाद इससे निजात पाना असंभव हो जाता है, कुछ ऐसे कारक जो भ्रष्टाचार को बढ़ावा देने के लिए दोषी हैं जैसे:- (1) व्यक्ति का लोभी स्वभाव (2) आपसी दिखावे के लिए आर्थिक प्रतिद्वंद्विता (3) पारिवारिक पृष्ठभूमि (4) भाई-भतीजावाद (5) रसूख या अपनी पहुँच के बल पर कानून का दुरुपयोग (6) टैक्स चोरी (7) राजनीतिक संरक्षण (8) सरकारी निशुल्क योजनाओं के प्रचार प्रसार में कमी (9) जनता में जागरूकता का अभाव।

भ्रष्टाचार पर त्वरित लगाम लगाने के लिए बहुत से नियम एवं कानून बनाए गए हैं, समय-समय पर केंद्र सरकार और राज्य सरकार के साझा प्रयासों से भ्रष्टाचार पर अंकुश लगाने के लिए नियमों में कड़े प्रावधानों को लागू कर इसकी रोकथाम के लिए यथावश्यक प्रयास किए जाते रहे हैं, भ्रष्टाचार पर लगाम लगाने के लिए केंद्र सरकार और राज्य सरकार के द्वारा किए गए प्रयासों पर एक नजर :-

(1) बचत खाता को आधार (Aadhar) से जोड़ने की अनिवार्यता (2) डिजिटलाइजेशन (3) बिचौलियों पर प्रहार (4) उर्वरक के साथ नीम कोटिंग (5) सरकारी सुविधाओं की घर पहुँच आनलाईन सेवा (6) लाभार्थियों से सीधे संवाद (7) भ्रष्टाचार निरोधक कड़े कानून (8) सरकारी जांच एजेंसियों एवं प्रवर्तन निदेशालयों को भ्रष्टाचार के खिलाफ कड़ाई से पालन के निर्देश (9) जनता के बीच भ्रष्टाचार के खिलाफ जागरूकता अभियान की शुरुआत।

भ्रष्टाचार के समूल उन्मूलन के लिए जन-जन की भागीदारी:

भ्रष्टाचार को जड़ से समाप्त करने के लिए देश के नागरिकों को केवल सरकार पर ही निर्भर नहीं रहना चाहिए बल्कि लोगों को इस बात का भी प्रण लेना चाहिए कि वो अपने अधिकारों एवं सरकार द्वारा जनहित में लागू कार्यविधियों का भी भलीभाँति अनुपालन करेंगे वो अपना कोई भी काम कराने के लिए रिश्वत कि पेशकश नहीं करेंगे और यदि कोई व्यक्ति उस कार्य के लिए रिश्वत की मांग करता है, तो इसकी सूचना संबंधित भ्रष्टाचार निवारक कार्यालयों को प्रेषित करेंगे जिससे रिश्वतखोरों पर कार्यवाही की जा सके, अधिकांशतः मामलों में शिकायत के अभाव में ऐसे अराजक तत्वों का मनोबल बढ़ता जाता है, और उनमें कानून का भी कोई भय नहीं रहता है जिससे वे अपना एक क्षेत्र राज चलाकर भोलीभाली जनता को लूटने से कोई गुरेज नहीं करते हैं ।

सरकार की ओर से सभी राज्य एवं केंद्र के सरकारी कार्यालयों/उपक्रम में एक बोर्ड लगाना अनिवार्य किया गया है जिसपर स्पष्ट रूप से लिखा होता है कि रिश्वत लेना एवं रिश्वत देना दोनों अपराध की श्रेणी में आता है, यदि कोई व्यक्ति रिश्वत की मांग करता है तो इसकी सूचना दिए गए संपर्क नंबर पर देवे तथा जिसमें इस बात का भी उल्लेख रहता है कि, शिकायत कर्ता का नाम एवं पहचान गुप्त रखा जाएगा । इसके अलावा भ्रष्टाचार की रोकथाम के लिए बहुत से सरकारी संपर्क नंबर एवं पोर्टल उपलब्ध कराये गए हैं, जिसके माध्यम से कोई भी भारतीय नागरिक बिना झिझक, भ्रष्टाचार में लिप्त अराजक तत्वों की शिकायत कर उनके विरुद्ध कड़ी कार्रवाई की पहल कर सकता है ।

भ्रष्टाचार पर नकैल कसने के लिए सबसे पहले देश के नागरिकों को अपने अधिकारों एवं सरकारी हितग्राही योजनाओं की जानकारी आवश्यक है, जब तक वे अपने अधिकारों के प्रति जागरूक नहीं होंगे तब तक भ्रष्टाचारियों की लूट का शिकार होते रहेंगे, इसके लिए सरकारी इकाइयों को आगे आकर लोगों को भ्रष्टाचार के विरुद्ध आवाज उठाने के लिए जागरूक करने की पहल करनी पड़ेगी तभी इन भ्रष्टाचारियों के हौसले पस्त होंगे ।

सरकार की ओर से भ्रष्टाचार के उन्मूलन के लिए लौह पुरुष सरदार वल्लभ भाई पटेल की जयंती के अवसर पर केंद्र सरकार के सभी कार्यालयों एवं क्षेत्रों में सतर्कता जागरूकता सप्ताह का आयोजन किया जाता है, इस अवसर पर बैनर फ्लैग, नुक्कड़ नाटक, प्रभात फेरी और रेलवे स्टेशनों पर जिंगल गीत के माध्यम से जनता को भ्रष्टाचार से दूर रहने और सत्यनिष्ठा का पालन करने का आह्वान किया जाता है, इस अवसर पर एक स्थान सुनिश्चित कर सभी विभाग के रेल कर्मचारियों उनके परिवार जनों और आसपास के नागरिकों को सत्यनिष्ठा और ईमानदारी की शपथ दिलाई जाती है ।

भ्रष्टाचार जैसी संक्रामक बीमारी हमारे सभ्य समाज के लिए एक अभिशाप की तरह है, इससे देश की प्रगति और विकास दोनों प्रभावित होता है, तो आइए हम सब लौह पुरुष सरदार वल्लभ भाई पटेल की जयंती के सुअवसर पर भ्रष्टाचार मुक्त भारत के संकल्पों को चरितार्थ करें और भारत देश की उत्तरोत्तर उन्नति के लिए अच्छे नागरिक होने का परिचय देते हुए भारत को फिर सोने की चिड़िया बनाने में अपना बहुमूल्य योगदान प्रदान करें ।

तो आइए हम सब मिलकर एक समृद्ध भारत के निर्माण और सर्वांगीण विकास के साक्षी बने और अपनी भावी पीढ़ी के लिए भ्रष्टाचार से मुक्त भारत के सपनों को साकार करने में अपना बहुमूल्य योगदान प्रदान करें, यही हमारे राष्ट्रपिता महात्मा गांधी के प्रति सच्ची श्रद्धांजलि होगी ।

ईमानदारी की परीक्षा

मनीष कुमार सिंह,
मुख्य कार्यअध्ययन निरीक्षक

19वीं सदी में वर्तमान गुजरात का भरुच एक प्रमुख बंदरगाह और व्यापारिक केंद्र था। पवित्र नर्मदा नदी के तट पर बसे यह शहर समृद्धि का केंद्र था। उस दौरान वहां एक धनी सौदागर रामोजी वोहरा रहते थे। उनका अरब देशों से मसालों, कपड़े, मेवा, बहुमूल्य पत्थर और कारीगरी की वस्तुओं का फलता-फूलता व्यापार था। दर्जन भर मैनेजर के साथ उनके पास तकरीबन चार सौ कर्मचारियों का एक स्थापित व्यापारिक घराना था। उन्होंने व्यापार से काफी धन जमा किया। वे 20 समुद्री जहाजों के मालिक बन गए। एक शानदार हवेली, सुख-सुविधा के तमाम साधन यथा सवारी के लिए सुस्सजित बग्गी, सैर के लिए फलदार बाग, बेशकमिति हीरे-जवाहरात जड़े कपड़े और गहने, नौकर-चाकर इत्यादि उपलब्ध थे। समय बहुत अच्छा चल रहा था।

समय चक्र अपनी गति से चलता रहा। इतना सब कुछ रहने के बाद भी रामोजी वोहरा को संतान सुख नहीं मिला। इस कारण उन्हें अपनी परिवारिक चिंता जरूर सता रही थी। उनकी सबसे बड़ी चिंता हो रही थी इतने बड़े व्यापारिक सम्राज्य के वारिश की। समय के साथ उम्र भी तो ढलते जा रही थी। वक्त गुजरता गया, व्यापार में उसी तरह सफलता मिलती रही। लेकिन अब गुजरते वक्त के साथ रामोजी वोहरा इस स्थिति में पहुंचे की उन्हें अपने लिए उत्तराधिकारी की जरूरत महसूस हुई।

लेकिन रामोजी वोहरा ने जीवन में कोई कच्ची गोली नहीं खेली थी। बड़े तजुर्बेदार और पारखी व्यक्ति थे। ठेले पर रखकर मसाले बेचने से लेकर इतना बड़ा व्यापारी बने। उन्हें हर एक की नब्ज को अच्छे से पहचानने की पैनी नज़र और समझ थी। वे नहीं चाहते की जिस व्यापार को वे इतने मेहनत और लग्न से खड़ा किया थे, वो कोई गलत हाथों में जाये। इससे इतने सारे मुलाज़िमों और उनके परिवार की गुज़र-बसर का प्रश्न भी था। इसलिए वे कोई भी बेहतर निर्णय लेना चाहते थे, जिससे उनका व्यापार बेहतर सम्भल सके।

काफी चिंतन-मनन के बाद उनके मन में एक बड़ा ही खूबसूरत विचार आया। उन्होंने तय किया क्यों न अपना कोई रिश्तेदार या करीबी व्यक्ति को अपना वारीश चुनने की बजाय किसी योग्य व्यक्ति को चुना जाये! इसके लिए उन्होंने एक योजना बनाई....

दीपावली के दिन उन्होंने अपने सभी मैनेजर लोगों को सपरिवार दावत पर अपने घर पर आमंत्रित किया। उन सभी के लिए दावत के साथ-साथ एक-एक खूबशूरत गिफ्ट की पैकेट भी तैयार करवाए। सभी लोग अपने परिवार के साथ लज़ीज व्यंजनों से भरपूर दावत का आनंद लिए। उनके मनोरंजन की भी व्यवस्था की गई थी। नाच-गाने के साथ खूब सारी मस्ती की गई। अंत में रामोजी वोहरा ने अपनी धर्म पत्नी के हाथों सुन्दर गिफ्ट की पैकेट सभी मैनेजर को भेंट किये। इसके साथ ही नीले रंग के कपड़े की एक-एक छोटी पोटली भी भेंट किये। उन्होंने सभी मैनेजर को एक कतार में खड़ाकर अपना फैसला सुनाये.....।

“मैंने जीवन भर कठिन परिश्रम किया, संघर्ष किया, बिना आराम किये काम करता रहा। ना तो कभी रुका ना ही थका। बस आगे बढ़ता रहा। एक से बढ़कर एक सफलता हमने व्यापार में पाई है। हमने वो दौर भी देखा है जब मुझे कोई जानता नहीं था, रईस लोग अपने पास फटकने नहीं देते थे। लेकिन आपलोगों के सहयोग और हम सब के मेहनत का फल है कि आज मैं सौराष्ट्र का सबसे बड़ा व्यापारी हूँ। मैं आपलोगों का शुक्रगुजार हूँ कि आपलोगों ने हमें यहां तक पहुंचाया। आज इतना बड़ा व्यापारिक सम्राज्य खड़ा किया गया है तो यह आपलोगों के योगदान से ही सम्भव हो पाया है। लेकिन... अब मैं उम्र की उस दहलीज़ पर आ गया हूँ कि मुझे आराम की जरूरत है। अब मैं इस व्यापार को अपने योग्य उत्तराधिकारी को सौंप देना चाहता हूँ। मैं अपना शेष जीवन समाज सेवा में समर्पित कर देना चाहता हूँ.....।”

रामोजी वोहरा ने अपनी बातों को आगे बढ़ाते हुए कहा.....

“आप सभी लोग मेरे लिए अपने हैं, सभी मेरे परिवार की तरह हैं। आप ही मैं से किसी एक को मुझे अपना उत्तराधिकारी चुनना है। मेरा उत्तराधिकारी आप सब के बिच का वहीं होगा, जो सर्वाधिक योग्य हो। आप सबको इस दीपावली के उपहार के साथ ही नीले रंग के कपड़े से लिपटी एक-एक छोटी पोटली भी दी गई है। इसमें एक-एक अपराजिता फूल का बीज है। आप सब लोग इसे घर ले जाकर गमले में लगाइये। इसकी खूब अच्छे से सेवा और देखभाल कीजिये। यह आपके लिए परीक्षा की घड़ी है। ठीक एक साल बाद आप सभी अपने-अपने गमले को लेकर मेरे पास आएंगे, दीपावली के दिन। उसी दिन मेरे उत्तराधिकारी का ऐलान किया जायेगा। जिसके गमले में सबसे अच्छे और ज्यादा फूल खिलेंगे, वहीं मेरा वारीश होगा.....”

सभी मैनेजर अपनी आँखों में आशा की नूर लिए पोटली लेकर घर गए। उनके लिए यह बड़ी उत्साह और उत्सुकता का क्षण

समय पर बाकी सभी के गमले अपराजिता के नीले फूलों से चहक उठे। उसे एक दूसरे को दिखाकर वे गर्वान्वित महसूस करने लगे। लेकिन सुमंगल का गमला खाली और उदास था। वह सबसे अलग रहने लगा, क्योंकि लोग उसका मजाक उड़ाते यदि वह बताता की उसके गमले में कुछ नहीं निकला है।

समय बीता, दीपावली आई। फिर वहीं दावत पर परिवार के साथ निमंत्रण, उपहारों का बंटना, हर तरफ खुशियाँ ही खुशियाँ। पर इस बार सबको अपने गमले में लगे पौधों को साथ लेकर आने थे। बाकी सब बहुत खुश क्योंकि सबके गमले में तो एक से बढ़कर एक सुन्दर मनमोहक अपराजिता के नीले-नीले फूल खिले थे। परेशान था तो सुमंगल, उसके गमला में तो पौधा ही नहीं निकला था, फूल कहाँ से खिलते? लेकिन उसकी पत्नी मधुलिका बड़ी चतुर और समझदार थी। उसने गमले के उपर नीला मखमली कपड़ा लपेटकर बोली "इसे ही हम लोग मालिक के घर ले चलेंगे" ।

सभी मैनेजर अपने-अपने फूलों से लदे गमले को लेकर आए। रामोजी वोहरा की फूलों में कुछ ज्यादा रुचि नहीं दिखी! वे सबके गमले को अपने वरामदे में रखवाकर उस पर सबका नाम लिखवा दिए। अंत में नीले कपड़े से लिपटा सुमंगल का गमला आया। उसे देखकर सभी हंसने लगे। सुमंगल पर मानों घड़ो पानी पड़ गया। लेकिन रामोजी वोहरा ने उसके गमले को देखकर मुस्कराये और उसकी पत्नी मधुलिका से पूछे " यहक्या है?" पत्नी ने भी झट से जबाब दिया " जैसा आप दिए थे, वैसा ही वापस कर रहे हैं!"

हमेशा की तरह दीपावली की जश्न मनी, दावत हुई, उपहार बंटे। फिर सबको रामोजी वोहरा बगीचे में बुलाये। अब समय आ गया था उत्तराधिकारी की घोषणा की। जो घोषणा की गई वह हैरान करने वाली थी!

रामोजी वोहरा ने पुरे जोश के साथ मुस्कराहट भरी भाव-भंगिमा के साथ घोषणा किये-

" मुझे खुशी है की आप सभी मेहनती हैं , समर्पित हैं और हमारा आदर करते हैं। आप सभी ने इतनी मेहनत और सेवा कर इतने सुंदर-सुंदर फूल गमले में खिला दिए। इसके लिए मैं आप सब का शुक्रगुजार हूँ। परन्तु, आप सबने हमारी खुशामद में ये किये। दरअसल हमने जितने भी बीज पोटली में रखे थे, वो सभी खराब थे....। उससे पौधे तो निकल ही नहीं सकते थे। सच्चाई यह है कि इन बीजों से किसी के गमले से पौधे नहीं निकले। लेकिन सुमंगल को छोड़कर सभी ने फिर से दूसरे बीज डाले, पौधे उगाये। क्योंकि आप सबको हमें खुश करना था। शायद आपके फूलों की सुंदरता देखकर मैं खुश हो जाऊँ। आपको अपना वारीश बना दूँ , आप सौराष्ट्र के सबसे धनी सौदागर बन जाएँ। आपको वो सारी व्यापारिक विरासत दे दूँ जो हमने वर्षों की ईमानदारी से की गई मेहनत से हमने खड़ी की है? हमने जीवन में बहुत अनुभव पाए हैं, जीवन भर सीखा है। मैं व्यक्ति की नब्ज देखकर उसकी मर्ज बता सकता हूँ, मैंने कोई कच्ची गोलियाँ नहीं खेली। आपलोग इतने सालों से हमारे साथ काम कर रहे हैं, क्या मैं आपको नहीं पहचानता? यह परीक्षा आपके ईमानदारी का प्रमाण देने के लिए थी, जिसमें केवल सुमंगल सफल रहा। आप सबका अगला मालिक सुमंगल होगा !!!"

फिर क्या, आतिशबाजी के साथ नए मालिक सुमंगल के स्वागत की तैयारी शुरू हो गई।



खोजी नयना

अरुण कुमार

प्रस्तुतकर्ता अधिकारी

“हरिश्चंद्र शर्मा” का उनके नाम और काम में काफी विरोधाभास था। यह विपरीत संयोग,अपकीर्ति का कारण बना और उन्हें अपना मकान बेचना पड़ गया। अपनी हैसियत से इतर जाकर,उन्होंने दूसरी सोसाइटी में नया स्वतंत्र मकान लिया।बदनामी के बदले में, उन्हें, आर्थिक हैसियत तो प्राप्त हो ही गई थी। उनका यह नया मकान,सोसाइटी के अंतिम छोर पर स्थित था।सुरक्षा में लोहे के बड़े-बड़े कपाट तैनात थे,जिनको देख कर,आसानी से पता लग जाता था कि मकान काफी आलीशान है।शर्मा जी के लिए,पहचान सीमित रखते हुए, सुकून से रहने का यह अच्छा ठिकाना था,लेकिन यहां भी,परेशानी उनका पीछा छोड़ने को तैयार नहीं थी।

जब भी उनके घर का बाहरी-कपाट खुलता या बंद होता था, ठीक उसी समय, सामने से खिड़की खुलने की आवाज आनी शुरू हो जाती थी। कुछ ही दिनों के बाद उन्हें ज्ञात हुआ कि ऐसा तो रोज ही होता है।

एक दिन, “शर्मा जी” ने एक चाल चली। उन्होंने अपने कपाट को धक्का देकर खोला और फिर तुरंत,अपने घर के अंदर से बाहर की ओर झाँका। लोहे का कपाट,ध्वनि उत्पन्न करता ही है। इतने में,उन्होंने पाया कि सामने की खिड़की पर एक महिला है,जो खोजी नजर से उनके मकान की ओर झाँक रही है।

यह बात उन्होंने अपनी पत्नीको बताया। फिर पत्नीने उनको बताया- 'केवल आप ही के साथ ऐसा नहीं होता है। कपाट कैसे भी खुले, इन श्रीमतीजी को मालूम पड़ ही जाता है। रोज, आपके चले जाने के बाद, ये हमारे घर आती हैं, आती क्या है बल्कि चिपक जाती है। इतना बात करती है कि मत ही पूछिये। कभी गार्डन देखती है, कभी किचन में घुस जाती है। आज तो अलमारी निहार रही थी। मैं भी कम हूँ क्या! मैंने खोला ही नहीं! सिर्फ बात जानना चाहती है। ये देखती ही ऐसा है, लगता है,नजर रखती है। हम लोगों का जूता-चप्पल तक पहचान के रखी है। कोई भी दूसरा, जब हमारे घर आता है,ये फ़ौरन फ़ोन करके हमसे पूछ बैठती है -‘भाभी कोई आया है क्या आपके यहाँ? बाहर जो जूता रखा है, वो आप लोगों का तो है ही नहीं!'

‘आप एक काम क्यों नहीं करते!कपाट का ग्रीसिंग कर दीजिए। आवाज आनी बंद हो जायेगी।तब देखते हैं, ये श्रीमतीजी कैसे पकड़ पाती है!'

आशंकित “शर्मा जी” ने आनन-फानन में कपाट की ग्रीसिंग करवाई।आवाज आनी बिलकुल बंद हो गई। उन्होंने काफी चतुराई से काम लेना शुरू कर दिया जैसे कि जूते-चप्पलों को मकान के अन्दर रखना,बाइक को धीरे से निकाल कर कुछ दूर पैदल ले जाने के बाद ही स्टार्ट करना। अब सामने से झाँकने की आहटसमाप्त हो चुकी थी। शर्मा परिवार को यह तरीका काम करती नजर आई।

कुछ ही दिन सुकून के बीच पाए थे कि एक दिन “शर्मा जी” की पत्नी,अपनी व्यथा बताने लगी- ‘जानते हैं?हमलोग बहुत बड़े भ्रम में जी रहे हैं।'

शर्मा जी ने पूछा-‘क्या हो गया?’

‘आपको क्या लगता है? कपाटसे आवाज आनी बंद हो गई है,तो ये श्रीमतीजी, हमलोगों का गमनागमन पता नहीं कर पा रही है क्या? अरे! आज मैंने महसूस किया है कि यह श्रीमतीजी कितनी शातिर खिलाड़ी है। रोटी देने के लिए,मैंने जैसे ही कपाटखोला तो देखा कि एक कुत्ता मेरी तरफ आने के बजाय, सामने भाग कर चला गया और उसश्रीमतीजी के दरवाजे की घंटी दबाने लगा। फिर वो बाहर निकल कर आ गई मेरे पास। आप जाइए न देखिए, उसके घर में दो-दोदरवाजे का घंटी लगा हुआ है। एक थोड़ा ऊँचाई पर लगा है और दूसरा नीचे। वो कुत्ता बहुत आसानी से नीचे वाले घंटी को ऐसे दबा रहा था, जैसे किसी ने उसे ऐसा करने का प्रशिक्षण दिया हो।'

इस तरह का खोजी-प्रबंध को जान कर, “शर्मा जी”तो अवाक रह गए। लगभग बेहोशी की हालत में, उन्होंनेधीरे से बुदबुदाया- 'और दूसरा कौन देगा प्रशिक्षण? वैसे,इस गुणवान महिला का नाम क्या है?' पत्नीने उन्हें ऐसे देखा जैसे वो कहना चाह रही हो-‘वो मौका ही कहां देती है,कि नाम पूछा जा सके।' अगले दिन “शर्मा जी” की पत्नीने उस महिला का नाम पता किया और शर्मा जी को बताया।उस महिला का नाम था - 'दूरदर्शनीता नयना'। शर्मा परिवार को यह आभास हो गया कि इस नए सोसाइटी में उन्हें खोजी-नयना से सामना हो गया है।

एक दिन सुबह शर्मा जी की पत्नीने उन्हें झकझोरते हुए जगाया-'आप सोए हुए हैं यहां! और उधर एक माली अपना बगीचा छांट दिया है। कितना मेहनत से पौधे बड़े हुए थे। जा कर देखिए तो जरा! लगता है, माली,कुछ ज्यादा ही छांट कर छोटा कर दिया है।'

"शर्मा जी" अचंभित हो कर बोले- 'माली! वो कैसे आ गया है? मैंने तो किसी माली को नहीं बुलाया।किसी दुसरे के यहाँ जाने का बजाय, हमारे यहाँ,गलती से तो कहीं नहीं आ गया है।'

इतना सुन के शर्मा जी की पत्नीजोर से चिल्लाई- 'जा!'

शर्मा जी ने पूछा - 'क्या?'

शर्मा जीकी पत्नी बोलीं- 'उस श्रीमतीजी ने पूरा बगीचा निपटवा दिया! हमसे बोल तो रही थी कि बगीचे के पौधे काफी बड़े-बड़े हो गए हैं। इन्हें छोटा क्यों नहीं करवा रहीं? मैं तो आपके घर के सामने का हिस्सा बिलकुल ही नहीं देख पा रही। पूरा का पूरा दृश्य बाधित हो रहा है।'

थोड़ा रुक कर, शर्मा जी की पत्नी ने धीरे से कहा -'अब क्या किया जाय? अब तो लग रहा है कि पहले वाला घर ही ठीक था! वहां तो केवल बदनामी ही हुई थी। पता नहीं,यहाँ क्या क्या होगा।'

स्वयं को साहस प्रदान करते हुए शर्मा जी ने कहा -'कुछ नहीं होगा, चिंता वाली कोई बात नहीं है। चलो कहीं से घूम के आते हैं, थोड़ा अच्छा महसूस होगा।'

गाड़ी निकलते समय, शर्मा जी,चिल्लाये- 'हमलोग जा रहे हैं घूमने! आज बाहर ही खाना खायेंगे और चलचित्र देखकर वापस लौटेंगे, रात में।' खोजी-नयना से निपटने का शायद यही तरीका हो सकताथा-पहले बता कर, जिज्ञासा को ही समाप्त कर दिया जाय।

शर्मा परिवार अभी मोटर गाड़ी में बैठे ही थे कि तभी पार्श्व-शीशे में उन्हें खोजी-नयना का प्रतिबिम्ब दिखाई दिया। वो अपना हाथ हिला कर शुभ यात्रा का संकेत दे रही थी। देखते ही देखते,वो मोटरगाड़ी के समीप आ गई, खिड़की के कांच को नीचे करवाया और धीरे से कहा-'कहाँ जा रहे हैं?क्या खायेंगे? कौन सा चलचित्र देखेंगे?'

शर्मा जी ने मोटर गाड़ी आगे की ओर बढ़ा दी।

मोटर गाड़ी में,रेडियो पर पहला गाना सुनाई दिया-"दिल ढूँढता है, फिर वही, फुर्सत के रात दिन..."। इसके बाद, दूसरा गाना आया-"नैनों की मत मानियो रे, नैनों की मत सुनियो ...नैना ठग लेंगे"। मात्र इन दो गानों के बाद ही शर्मा जी ने रेडियो चैनल बदल दिया। बदलते ही दूसरे चैनल पर, ये गाना पहले से ही आ रहा था- "ना हाथी है, ना घोड़ा है, वहां पैदल ही जाना है...."।मामला थोड़ा प्रासंगिक सा महसूस होते ही, शर्मा जी ने रेडियो बंद करना ही उचित समझा।

शर्मा जी के अंतर्मन में उस महिला का नाम बार-बार गूँज रहा था। उनके समक्ष भ्रम की स्थिति निर्मित हो चुकी थी कि अब कौन सा कथन सही माना जाय- "जैसा नाम वैसा काम" या फिर "जैसा काम वैसा नाम"। और फिर अचानक, उन्हें, उनके स्वयं के नाम और काम पर ध्यान गया। वे आत्मचिंतन को विवश हो गए।



**भ्रष्टाचार एक दीमक है,
खोखला करती तंत्र को,
इसे हम मिटाएँगे,
लेते है शपथ इस मंत्र को।**

योग और नैतिकता

रजनी कांत

मु. सतर्कता निरीक्षक (या)

आज का युग आर्थिक युग माना जा रहा है। इस आर्थिक युग में जहाँ हमें आरामदेह वस्तुएं की प्राप्ति हो रही है। समाज के अधिकांश वर्ग आर्थिक विकास को ही सर्वांगीण विकास समझ बैठे हैं। परिणामस्वरूप आज की पीढ़ी नैतिक मूल्यों के परवाह किये बिना धनार्जन और अर्थसंग्रह की प्रतिस्पर्धा में जुट गयी है। इसी प्रतिस्पर्धा के कारण समाज में नैतिक मूल्यों का पतन हो रहा है। अधिकांश लोग धनाढ्य लोगों को अपना आदर्श मान बैठे हैं। उन्हें अत्यधिक सामाजिक प्रतिष्ठा देने लगे हैं। जिसके कारण हमारे चारों ओर भ्रष्टाचार दिखता है।

हम देखते हैं कि कई लोग, जिनका उद्देश्य लोगों की सेवा होना चाहिए वह भ्रष्टाचार में लिप्त हो गए हैं। हम सभी को चाहिए कि हम नैतिक मूल्यों के महत्व को समझें और जीवन में हमेशा सत्य बोले, जीवन में ईमानदारी अपनाये, सत्य के मार्ग पर चलें, दूसरों की मदद करें, नैतिकता को महत्व दें, कभी किसी का बुरा ना करें। अगर हमलोगों में यह सब आदतें होंगी तो जरूर ही हम इस भ्रष्टाचार को अपने आसपास भी भटकने नहीं देंगे।

इस दौर में नैतिकता को बढ़ाने हेतु योग की भूमिका अहम है। योग से नैतिकता बढ़ेगी तथा नैतिकता जैसे-जैसे बढ़ेगी, वैसे वैसे भ्रष्टाचार कम होगा। अब प्रश्न उठता है कि योग है क्या? महर्षि पतंजलि के अनुसार - **“योगश्चित्तवृत्ति निरोधः।”** अर्थात् चित्त की वृत्तियों का निरोध करना योग है। अष्टांग योग के अंतर्गत दो अंगों, यम (सत्य, अहिंसा, अस्तेय, अपरिग्रह, ब्रह्मचर्य) और नियम (शौच, सन्तोष, तप, स्वाध्याय, ईश्वर प्राणिधान) हमारे व्यवहार की शुद्धि करते हैं और नैतिक मूल्यों को विकसित करते हैं।

“यम (सत्य, अहिंसा, अस्तेय, अपरिग्रह और ब्रह्मचर्य) के पालन से ही चित्त शुद्ध होता है जो सामाजिक नैतिकता के विकास में सहायक होता है। इसको इस प्रकार समझा जा सकता है।

(क) **अहिंसा** - किसी भी जीव को विचार, शब्द अथवा कार्य के द्वारा कष्ट नहीं देना अहिंसा कहलाता है।

(ख) **सत्य** - विचारों में सत्यता, परम-सत्य में स्थित रहना, जैसा विचार मन में है वैसा ही प्रामाणिक बातें बोलना ही सत्य है। इससे हमें कर्म फल प्राप्त होता है और इस सत्य आचरण का प्रभाव अन्य प्राणियों के लिये कल्याणकारी होता है।

(ग) **अस्तेय** - चोरी अथवा बल द्वारा किसी अन्य की वस्तु नहीं लेना ही अस्तेय कहलाता है।

(घ) **ब्रह्मचर्य** - सदैव, प्रत्येक परिस्थिति में विचार, शब्द और कर्म में संयम बरतना ही ब्रह्मचर्य है।

(च) **अपरिग्रह** - कष्ट होने के बाद भी किसी व्यक्ति से किसी प्रकार का उपहार नहीं लेना ही अपरिग्रह कहलाता है। जब कोई व्यक्ति किसी अन्य व्यक्ति से उपहार लेता है तो उसका हृदय अशुद्ध हो जाता है, वह अपनी स्वतंत्रता खो बैठता है, विवश हो जाता है और बंध जाता है।

इसके अलावा शौच, संतोष, तप, स्वाध्याय और ईश्वर प्राणिधान को नियम कहते हैं। इससे व्यक्तिगत नैतिकता का विकास होता है।

(क) **शौच** - शरीर और मन की शुद्धि,

(ख) **संतोष** - संतुष्ट और प्रसन्न रहना

(ग) **तप** - स्वयं से अनुशासित रहना

(घ) **स्वाध्याय** - आत्मचिंतन करना

(ङ) **ईश्वर-प्राणिधान** - ईश्वर के प्रति पूर्ण समर्पण, पूर्ण श्रद्धा होनी चाहिए

योग में व्यक्ति को श्रेष्ठ आचरण अपनाने पर बल दिया जाता है क्योंकि एक अच्छे चरित्र का मालिक ही परमात्मा से ज्यादा निकट होता है। योग में ध्यानात्मक आसनों के द्वारा व्यक्ति में अच्छे चारित्रिक गुणों का विकास होता है। एक योग करने वाला व्यक्ति ही है जो सत्यवादी, परोपकारी, ईमानदार व दूसरों की मदद को सदैव तत्पर रहता है। योग व्यक्ति के नैतिक मूल्यों एवं सद्गुणों को विकसित करने में सहायक है। योग साधना द्वारा इन्द्रियों पर संयम कर नैतिक मूल्यों और अच्छी आदतों को विकसित किया जा सकता है। योगानुष्ठान के द्वारा मन की शुद्धि होती है। शरीर की शुद्धि होती है। योगानुष्ठान करने वाले साधक की वृद्धि विकारों से रहित हो जाती है तथा विवेक की प्राप्ति होती है। सही गलत का ज्ञान होने लगता है, और इस प्रकार मनुष्य में नैतिक गुणों को विकसित करने में योग की अपनी अहम भूमिका है।

योग वास्तव में जीवन जीने की वैज्ञानिक कला है। जिसका हमारे जीवन के शारीरिक, मानसिक, सामाजिक, आध्यात्मिक, पारिवारिक, नैतिक व चारित्रिक प्रत्येक पक्ष पर अत्यधिक प्रभाव पड़ता है। हमारे ऋषि मुनियों द्वारा प्रदत्त यह योग विद्या आज केवल योगियों एवं सिद्धों तक ही सीमित नहीं है बल्कि जन-जन के बीच लोक प्रिय व आदर्श पद्धति बन चुकी है। आज योग के द्वारा सुव्यवस्थित, सुसंस्कारित व वैज्ञानिक जीवन शैली को अपनाकर मनुष्य स्वास्थ्य लाभ ले रहा है। प्रत्येक मनुष्य को अपने स्वास्थ्य को बनाये रखने के लिए, शारीरिक व मानसिक रोगों के उपचार हेतु, कार्य क्षमता में वृद्धि हेतु, तनाव से मुक्ति हेतु, जीवन को दीर्घ आयुष्य एवं दिव्य जीवन की प्राप्ति के लिए योग का अनुसरण करते हुए देखा जा सकता है। **योग का बढ़ता चलन इस बात से प्रमाणित होता है कि आज पूरी दुनिया 21 जून को विश्वयोग दिवस के रूप में मनाने लगी है।**

अतः योग सर्वांगीण तंत्र है, जिसमें शारीरिक व्यायाम शरीर के लिए ही नहीं होता बल्कि मानसिक, नैतिक तथा आध्यात्मिक विकास के लिए भी होता है। इससे मनुष्य अपने शरीर तथा मन दोनों को मजबूत बना सकता है और आत्मचेतना को जागृत करके अपने नैतिकता का विकास कर सकता है। जिस व्यक्ति की नैतिकता और आत्मचेतना का विकास हो गया वह कभी भ्रष्टाचार में लिप्त नहीं हो सकता। यही भ्रष्टाचार रहित समाज के निर्माण तथा भारतवर्ष के सर्वांगीण विकास का कारक होगा।

भ्रष्टाचार पर करना है प्रहार।
PIDPI है मजबूत हथियार ॥



नादान बच्चे

चन्दन कुमार
मुख्य सतर्कता निरीक्षक (या)

ये कहानी तकरीबन आज से 25-28 साल पहले की होगी जब मैं 6 वर्ग में पढ़ाई करता था ! गावों के एक कोने में खेतों के बीच एक सरकारी स्कूल हुआ करता था जो आज के तारीख में वो स्कूल महाविद्यालय में परिवर्तित हो गया ! समय परिवर्तनशील है और परिवर्तन ही संसार का नियम, इसलिए स्कूल से महाविद्यालय में परिवर्तन होना कोई आश्चर्य की बात नहीं थी!

हमलोग गांव के लोग हैं , जो बैलगाड़ी ,टमटम (घोड़ा गाड़ी) और ट्रेक्टर से नजदीक यात्राएं और बस तथा ट्रेन से दूर की यात्राएँ किया करते थे ! हवाई जहाज मानो किसी दूसरी दुनिया की उड़नतस्तरी जैसी चीज लगता था ! अगर गलती से कभी गावों में आसमान में थोड़ी नीचे से गुजर जाए तो रोमांच का कोई ठिकाना नहीं होता था ! सारे बच्चे, और तो और माटर साहब(गाँव के लोग शिक्षक को माटर साहब बुलाते हैं) भी बच्चों के साथ उड़नतस्तरी के पीछे दौड़ने लगते थे , दौड़ते दौड़ते पता ही नहीं चलता था कब दूसरा गाँव आ जाता था, हमलोग भी कहाँ मानने वाले थे जब तक आँख से ओझल नहीं हो जाता तब तक “ बाय बाय , टाटा” करते हुए उसके पीछे दौड़ते रहते थे ! जब उड़नतस्तरी आँख से ओझल हो जाता था , तब माटर साहब पूछते थे “ की रे बुधना कुछ मिललौ की नै ?” (हिंदी अनुवाद:- क्या बुधन कुछ मिला की नहीं) सारे बच्चे एक साथ पूछ बैठते थे क्या मिलेगा सर ? तब माटर साहब बोले अरे दूसरी दुनिया वाले गरीब लोगों के गाँव में जाकर उड़नतस्तरी से सोना, पैसा , हीरा, जवाहरात गिराते हैं , इसीलिए तो मैं भी पाने के लिए तुम लोगों के साथ दौड़ रहा था ! फिर सहसा, माटर साहब ने एक काला रंग के पॉलिथिन का थैला निकाला और बोले की ये देखो मुझे खेत में उड़नतस्तरी से गिरते हुए मिला ! सारे बच्चे आश्चर्य पूर्वक होकर एक दुसरे को देखने लगे की माटर साहब को ही ये थैला क्यों मिला , कुछ बच्चे आपस में गुप्तगू करने लगे “ अरे यार माटर साहब तो बहुत अमीर हो जाएंगे ! कुछ बच्चे हिम्मत जुटाकर पूछे “ सर थैला खोलो नै, ओकरा में की है देखवाई (मगही भाषा)” (हिंदी अनुवाद - सर, थैला खोलिए न , उसमें क्या है देख लेंगे)” माटर साहब ने सभी को डांटते हुए बोला जाओ सभी अपने अपने क्लास में , थैला स्कूल में नहीं खुला !

हमलोग काफी परेशान थे कि आखिर उड़नतस्तरी से गिराया हुआ ये थैला माटर साहब को ही क्यों मिला , यदि मिला भी तो उसमें क्या था , ये सारे प्रश्न मन को विचलित कर रहा था, इसकी भनक सारे गाँव को भी लग गया था सभी इस चीज को जानने के लिए उत्सुक थे , तभी एक चाचा ने (विकाश चाचा) ने बोला “ अरे बुतरुअन चलही नै उ टोल्वा सत्येन्द्र दा बतैथुन, उ तो दिल्ली में काम कैलिखन हल और उड़नतस्तरी में भी बैठलकिन ह (मगही भाषा)”(हिंदी अनुवाद- अरे बच्चा लोग चलो गावों के दूसरा टोला में वहाँ सत्येन्द्र दादा आये हुए हैं वो बताएँगे, वो तो दिल्ली में काम किये हैं और वो उड़नतस्तरी में बैठे भी हैं) ! हमारे गाँव के एक सतर्कता अधिकारी श्री सत्येन्द्र सिंह, जो की दिल्ली में बड़े पद पर (UPSC) के माध्यम से सतर्कता अधिकारी के तौर पर पदस्थ थे ! इस नाते वो हमारे गाँव के पहला व्यक्ति थे जिन्होंने उड़नतस्तरी पर बैठे थे ! जैसे ही बच्चे के साथ गाँव वालों को ये बात पता चला तो उनका स्वागत सेलिब्रिटी की तरह हुआ और उनके अनुभव को सुनने के लिए उनके बंगला (ग्रामीण घरों के मर्दाना एरिया) पर काफी लोग इकठ्ठा हुए, कुछ वृद्ध महिलाएं भी इकठ्ठा हुई !

उन्होंने खूब बढ़ा चढ़ाकर किस्सा सुनाया और पुरे गाँव के लोगों के चेहरे पर पुरे टाइम “विष्मयादिबोधक चिन्ह” बना रहा ! (हमारे यहाँ अगर कोई आश्चर्यचकित होता है तो उसके मुँह से बार बार निकलेगा , “हाँ-हाँ ”? (oh really?)

उन्होंने ये बताया की उड़नतस्तरी जब हमारे गाँव के ऊपर से गुजरी तो उन्होंने सबको हाथ भी हिलाया था ! इसी बीच उनका पोता उत्सुकता पूर्वक पूछा की “बाबा” (Grandfather) मैं आपको दिखा था क्या ?”

उत्तर था, “ मैंने तुम्हें गंगा जी में भैंस धोते हुए देखा था और तुम्हें आवाज भी लगाई थी ! 10 रुपये भी फेंके थे नहीं मिला क्या ? वो बड़ा मायूस हुआ और चिंतित था की बाबा वाला पैसा पता नहीं किसे मिला होगा ?

हमलोग कितने इनोसेंट थे, हर बात पर विश्वास कर लेते थे ! उधर माटर साहब और बाबा का किया हुआ कारनामा जब भी याद आता है की कैसे हवाई जहाज को उड़नतस्तरी बताकर लोगों के चेहरे पर सालों साल “विष्मयादिबोधक चिन्ह” बनाकर रखे थे, तो पता नहीं मन में गुदगुदी आ जाती है, और सारे तनाव दूर हो जाते हैं !

अपरिग्रह और अस्तेय की धारणा वाले भारतीय समाज के परिदृश्य में भ्रष्टाचार की समीक्षा

संदीप कुमार राजकुमार सोनी
मुख्य सतर्कता निरीक्षक (यातायात)

यह लेख भ्रष्टाचार विषय पर मेरे द्वारा किया गया अपना कोई विश्लेषण नहीं है। ना ही इसमें इन्टरनेट से जुटाए आंकड़ों पर फोकस कर किसी निष्कर्ष पर पहुँचने का प्रयास ही है। अनेक बुद्धिजीवियों ने भ्रष्टाचार पर पहले ही कई लेख लिखे हैं और अपने अभिभाषणों में इस पर अनेक बार आख्यान दिए हैं। सब ने एक मत से इसे समाज की सबसे बड़ी बुराई, मानवता का दुश्मन और वैश्विक समाज में, विकास के मार्ग की सबसे बड़ी बाधा माना है। हम सभी बुद्धिजीवियों के दिए गए निष्कर्षों से पूर्ण सहमत हैं इसलिए इस एक विषय पर बार-बार लिखकर, मैं पाठकों के लिए इस विषय को अरुचिकर नहीं बनाना चाहता। बल्कि इस छोटे से लेख के माध्यम से मेरा यह प्रयास होगा कि इसे पढ़ने वालों को, एक नए सिरे से सोचने पर बाध्य कर सकूँ। मैं सिर्फ पाठकों की मेरे विचारों पर सहमती है या असहमति, यह जानना चाहता हूँ।

ट्रान्सपैरेंसी इंटरनेशनल (Transparency International) एक जानी-मानी अन्तरराष्ट्रीय गैर-सरकारी संस्था है जो भ्रष्टाचार के निवारण आदि पर अपना ध्यान केन्द्रित करती है। इस संस्था का अन्तरराष्ट्रीय मुख्यालय जर्मनी की राजधानी बर्लिन में है। यह संस्था प्रतिवर्ष “भ्रष्टाचार धारणा सूचकांक” (Corruption Perception Index) नाम की एक रपट निकालती है जिसमें विश्व के विभिन्न देशों में भ्रष्टाचार की स्थिति का मूल्यांकन होता है। इस मूल्यांकन के तहत संस्था द्वारा इन देशों की राजनीतिक व्यवस्था तथा प्रशासनिक, सामाजिक एवं आर्थिक गतिविधियों आदि के सञ्चालन के आधार पर 1 से 100 के बीच स्कोर दिया जाता है। जिस देश का जितना अधिक स्कोर उसे उतनी ही ऊँचे क्रम (रैंक) पर रखकर यह रिपोर्ट प्रकाशित की जाती है। संस्था द्वारा अपनी पिछली रिपोर्ट वर्ष 2022 के लिए जारी की गयी है। संस्था द्वारा दुनिया के 180 देशों के लिए जारी इस “Corruption Perception Index” का तुलनात्मक अध्ययन करें, तो हम पाएंगे कि इसमें डेनमार्क 90 अंकों के साथ शीर्ष क्रम पर है जबकि अफ्रीकी देश सोमालिया 12 अंकों के साथ 180वें रैंक पर रखा गया है। वहीं हमारा देश भारत इस रैंकिंग में 40 अंकों के साथ 85वें क्रम पर आता है। हम इस रैंकिंग का विश्लेषण करें तो पता चलता है कि अधिकांश समृद्ध और विकसित पश्चिमी देशों में, जहाँ जनसँख्या कम है और जागरूकता अधिक, वहाँ ना सिर्फ जीवनस्तर अच्छा है बल्कि भ्रष्टाचार भी कम है। या दुसरे शब्दों में कहें तो भ्रष्टाचार कम होने के कारण ही वहाँ लोगों का अच्छा जीवनस्तर संभव हुआ है। वहीं इसमें किसी भी देश को 100% अंक नहीं मिलना इस ओर इंगित करता है कि दुनिया में कहीं भी ‘Zero Corruption’ हो, ऐसा दावा ये रिपोर्ट बिल्कुल भी नहीं करती।

भारत सहित अन्य दक्षिण एशियाई देशों की बात करें तो पता चलता है कि भारत की स्थिति, अपने पड़ोसी देशों जैसे पाकिस्तान, बांग्लादेश, श्रीलंका, म्यांमार आदि से कुछ बेहतर है। जबकि पिछले कुछ दशकों में हम से ज्यादा तेजी से विकास की ओर अग्रसर चीन का 45 अंकों के साथ 65वें क्रम पर होना इस ओर इशारा करता है कि चीन ने विकास के साथ-साथ भ्रष्टाचार पर नियंत्रण रखकर, अपने नागरिकों के जीवनस्तर में सुधार किया है जो कि उसकी आर्थिक प्रगति को देखने पर परिलक्षित भी हो जाता है।

इस प्रकार, प्रथम दृष्टया इस रिपोर्ट में ऐसा कुछ भी नहीं है जिसे हम वर्तमान वैश्विक परिदृश्य में विरोधाभासी ठहरा सकें। और इसीलिए अमूमन इस संस्था और इसके द्वारा जारी रिपोर्ट की प्रमाणिकता पर कभी कोई संदेह नहीं किया जाता है।

निंदक नियरे राखिये, आँगन कुटी छ्बाये। बिन पानी साबुन बिना, निर्मल करे सुभाय॥

इस सूत्रवाक्य को जीवन में उतारने वाले, हम भारतीय भी इसे वास्तविकता मान कर स्वीकार कर लें, यही हम से अपेक्षित है। चूँकि मैं भी लेखक के तौर पर इस भारतीय समाज का ही हिस्सा हूँ अतः मैं भी बिना किसी लाग-लपेट के इसे स्वीकार करने को बाध्य हूँ। इसलिए मेरा विरोध यहाँ इस रिपोर्ट से नहीं बल्कि मेरे अपने भारतीय समाज से है। मैं अपने अनुभवों के आधार पर, यह मानने को कतई तैयार नहीं हूँ कि हमारा पूरा समाज भ्रष्टाचार में इतना लिप्त हैं। मैं यह नहीं कहता कि हमारे देश में भ्रष्टाचार नहीं है, या है तो वो बहुत कम है। हमें अपने आस-पास जिधर देखो वहाँ किसी न किसी रूप में भ्रष्टाचार होता नज़र आ जाता है। अगर भ्रष्टाचार नहीं होता तो उसे रोकने के लिए हमारे देश में कार्य कर रही विभिन्न भ्रष्टाचार निरोधक एजेंसियों की जरूरत ही क्या थी ? ये एजेंसियां अपना कार्य कर रही हैं और अपने-अपने स्तर पर भ्रष्टाचार के नए खुलासे कर रही हैं, यही इसका प्रमाण है कि भारत में भी भ्रष्टाचार कुछ कम नहीं है।

फिर भी मेरे इस विरोध का कोई तो आधार है जो मेरे दिल-ओ-दिमाग को मजबूर कर रहा है, कि मैं इस लेख के माध्यम से पाठकों से उसे साझा करूँ। मेरा विरोध बड़ा सीधा और सरल है कि, इतनी बड़ी जनसँख्या को मैं समेकित रूप से भ्रष्ट मानने को तैयार नहीं हूँ। क्योंकि मेरा मानना है कि, भारत की 90% से अधिक जनता सीधी-सादी है और उसका कदाचार और भ्रष्ट गतिविधियों से कोई सीधा नाता नहीं है। यदि वह ऐसा कोई कार्य करती भी है तो सिर्फ इसलिए, क्योंकि उसे कालांतर में आये बदलावों ने ऐसा करने को बाध्य किया है। अर्थात् भ्रष्टाचार हमारी जड़ों में है ही नहीं, बल्कि हम भारतीय तो स्वाभाविक रूप से संस्कारी हैं। बस सैकड़ों वर्षों की गुलामी से उपजी दूषित मनोवृत्ति ने आज हमारी अपरिग्रह (जितनी आवश्यकता हो केवल उतना ही संचय करना) और अस्तेय (चोरी ना करना) के मार्ग पर चलने वाली जीवन-शैली को मलीन कर दिया है। जिससे समय के साथ यह, शुचिता और सत्य के मार्ग से विचलित हो गयी है। इसे सही मायनों में केवल एक सकारात्मक सम्प्रेषण (PUSH) की जरूरत है, और यह स्वतः आत्म-शुद्धि कर, फिर से सन्मार्ग पर चलने में सक्षम हो जाएगी। अपने आत्मबल को जागृत कर पूरी शक्ति से किया गया हमारा केवल एक लक्षित प्रयास हो और भारतीय समाज अपने में समाहित संस्कारों के बल पर, विदेशी संस्थाओं द्वारा प्रकाशित ऐसे किसी भी सूचकांक में शीर्ष पर पुनर्स्थापित हो जायेगा।

कभी अज्ञानता के अन्धकार से निकाल कर सम्पूर्ण विश्व को ज्ञान का प्रकाश देने वाले इस देश को कम आँका जाना, हमारा सामूहिक अपमान भी है और हमारी भारत-माता के आँचल पर लगा कलंक भी। मेरे प्यारे देशवासियों, आओ हम सब मिलकर, ऐसा सकारात्मक प्रयास करें ताकि फिर कोई हमारे जीवन का ऐसा निम्नस्तरीय मूल्यांकन ना कर सके।

आओ हम पुनः अपरिग्रह और अस्तेय के मार्ग पर चलने का प्रण लें। हम सब मिलकर आज यह शपथ लें कि भारत-माता के आँचल पर, हम अब ऐसा कोई दाग नहीं लगने देंगे, हम ना खुद किसी प्रकार के भ्रष्टाचार का हिस्सा बनेंगे, ना हमारे बीच, किसी और को भ्रष्टाचार कर, माँ भारती के दामन पर कोई कलंक लगाने का अवसर देंगे।

व्यक्ति अपने विचारों से निर्मित प्राणी है,
वह जो सोचता है, वही बन जाता है।

महात्मा गांधी

तिरंगे का मान बचाना होगा

पंकज कुमार
मुख्य सतर्कता निरीक्षक (भंडार)

तिरंगे का मान बचाना होगा
भ्रष्टाचार मिटाना होगा
प्रखर स्वरों को जोड़ कर
हौसलों को फौलाद बनाना होगा
देश को बचाना होगा

हर सड़क हर गाँव हर गली में
हर शहर में लाश बन चुके जो उन्हें जलाना होगा
पर्वतों पे जम चुकी जो बर्फ है उसे पिघलाना होगा
तिरंगे का मान बचाना होगा
भ्रष्टाचार मिटाना होगा

जहाँ तहज़ीब बिकती है
जहाँ फरमान बिकते हैं
वहाँ सब कुछ बिकता है
वहाँ ईमान बिकते हैं
ये एक कलंक है देश पे मेरे इसे मिटाना होगा
तिरंगे का मान बचाना होगा
भ्रष्टाचार मिटाना होगा

प्रतिष्ठा जो खो गई उसे पाना होगा
सोने की चिड़िया था देश कभी ये मेरा
उसका वही गौरव उसे फिर से लौटाना होगा
एक ऐसा चमन खिलाना होगा
विश्व के सर का ताज इसे बनाना होगा
तिरंगे का मान बचाना होगा
भ्रष्टाचार मिटाना होगा
भ्रष्टाचार मिटाना होगा

कौस्तुभ जीवन

रजनी कांत

मु. सतर्कता निरीक्षक (या)

कौस्तुभ जीवन को निष्कलुष रहने दो,
अर्थसंग्रह की लिप्सा को न बढ़ने दो ।
करना दुष्कर है, पर निर्विकल्प नहीं,
सत्यनिष्ठा से बड़ा संकल्प नहीं,
भ्रष्टाचार का दमन करने दो॥

भौतिकता पाने की लालसा मौलिक है मगर,
आत्मसंयमी की होती है अलग डगर,
डगमगा न इस डगर पर,
यह ज्योत जलने दो,
भ्रष्टाचार का दमन करने दो॥

मानव जीवन मिलना है दूभर,
इसको यूँ न व्यर्थ कर,
रास्ते में टकरायेंगे अपने बहुत
भैयाचारी छोड़, इन पर अभ्यमन करने दो,
भ्रष्टाचार का दमन करने दो ॥

शीर्ष पर बैठे हैं, अड़े हैं, तने हैं,
पर वह भी तृष्णा से सने हैं,
उठा अवगुंठन उनके आनन पर से,
कायम रहे शुचिता, यह शंखनाद करने दो,
भ्रष्टाचार का दमन करने दो ॥

कौस्तुभ - कीमती, निष्कलुष - निर्मल, अभ्यमन - आघात/चोट, अवगुंठन - पर्दा, आनन- मुख, शुचिता- ईमानदारी

बची है जिंदगी थोड़ी

राजीव लोचन चौबे
मुख्य सतर्कता निरीक्षक (यातायात)

बची है जिंदगी थोड़ी,
चलो इसे बढ़ाया जाए,
कहीं नीम, कहीं पीपल,
कहीं बरगद लगाया जाए।

बड़ा शोर मचाती हैं,
शहरों की ये सड़कें,
चलो छोड़कर इन्हें आज,
फिर पगडंडियों पर चला जाए।

सुबह कलरव सुनाई नहीं पड़ता
परिंदे न जाने कहाँ उड़ चले,
घर में ना आँगन रहे, ना कोई पेड़,
अब कहाँ उन्हें बसाया जाए।

उजड़ गए खेत-खलिहान,
बारिश का इंतजार करते-करते,
जंगलों के रास्ते भटके जो बादल,
उन्हें खेतों तक फिर लाया जाए।

सूने कुएँ, तालाब, बावड़ियाँ
सब अनमोल निशानी हैं बुजुर्गों की,
इन्हें हर गाँव और गली पर
फिर इन्हे गुलज़ार बनाया जाए।

बची है जिंदगी थोड़ी,
चलो इसे बढ़ाया जाए,
कहीं नीम, कहीं पीपल,
कहीं बरगद लगाया जाए।

मेरा हिंदुस्तान है

राजीव लोचन चौबे
मुख्य सतर्कता निरीक्षक (यातायात)

सूर्य का करते ध्यान है,
जल में गंगा का स्नान है ।
कण कण में भगवान है,
संस्कृति यह महान है ।
जहाँ धरती को माँ का स्थान है,
वो मेरा हिंदुस्तान है ।1।

बड़ों का मान है,
छोटे निष्ठावान है ।
अपनों का अभिमान है,
परायों का सम्मान है,
जहाँ अतिथि भगवान है,
वो मेरा हिंदुस्तान है ।5।

खेतों में किसान है,
इसलिए घरों में पकवान है ।
सरहदों पर जवान है,
सुरक्षित हमारी जान है ।
जहाँ, जय जवान जय किसान है,
वो मेरा हिंदुस्तान है ।2।

विदेशियों को गुमान है,
टूटेंगे भारत के सारे अरमान है ।
पर यह नए भारत का ऐलान है,
आत्मनिर्भरता का अभिमान है ।
जहाँ “MAKE IN INDIA” की शान है,
वो मेरा हिंदुस्तान है ।6।

भगवा शौर्य और बलिदान है,
नीला समाज का उत्थान है ।
हरेक का ईमान ऐसा,
प्रकृति की यह जान है,
जहाँ सर्व धर्म समान है,
वो मेरा हिंदुस्तान है ।3।

आजादी का यह जो वरदान है,
शहीदों का एहसान है ।
अब हर घर तिरंगा लहराएगा,
यही सच्ची हिन्दुस्तानी की पहचान है।
जहाँ आजादी के अमृत महोत्सव की
पूरे विश्व में गुणगान है,
वो मेरा हिंदुस्तान है,
वो मेरा हिंदुस्तान है ।7।

हर रोग का निदान है,
प्राचीन चिकित्सा का विज्ञान है।
गुरु सुश्रुत का यह ज्ञान है,
आयुर्वेद में प्रमाण है।
जहाँ योग का विश्वस्तरीय योगदान है,
वो मेरा हिंदुस्तान है ।4।

हम निभाएं, अपना धरम

संदीप कुमार राजकुमार सोनी
मुख्य सतर्कता निरीक्षक (यातायात)

आओ यारों करके दिखाएँ, प्रगति हिंदुस्तान की।
सत्यनिष्ठा की शपथ निभाएं, लगा के बाजी जान की।
पूरा करें वचन... वन्दे मातरम्॥

दुनिया वालों ने सीखी थी, हमसे बातें ज्ञान की।
हमें छोड़ आगे वो बढ़ गए, हुयी क्षति है स्वाभिमान की।
कैसा हुआ भरम... वन्दे मातरम्॥

बातें तो हम बढ़-चढ़ करते, आन-बान और शान की।
पर मौका मिलते ही लगाते, कीमत अपने ईमान की।
करते नहीं शर्म... वन्दे मातरम्॥

छोड़ें लालच, रिश्वतखोरी, ये दुश्मन हैं इन्सान की।
देश-प्रेम दिल में है तो क्यों, चलना राहें अपमान की।
सत्यम्, शिवम्, परम्... वन्दे मातरम्॥

बदल के खुद को, बदल दें सूरत, भारत के पहचान की।
सारी दुनियां मिलकर गायें, कीर्ति हिन्दुस्तान की।
निभाएं अपना धरम... वन्दे मातरम्॥



दक्षिण पूर्व मध्य रेलवे



**जब-जब हो भ्रष्टाचार,
मिलकर करो कड़ा प्रहार।**

जग कल्याण

चन्दन कुमार
मुख्य सतर्कता निरीक्षक (या)

नए युग में भू धरा पर,
सतर्कता से ही होगा जग कल्याण !
कार्य पथ पर सतर्क रहना,
सतर्कता से ही होगा देश महान !

सतर्क होकर भारत देश ने,
चंद्रयान की सफलता पाया है
पूरे भू धरा को सन्देश देकर
मूलमंत्र सिखलाया है !

G-20 की अपार सफलता
दुनिया को साझा करना है,
सुख, शान्ति, समृद्धि की बातें
जन जन तक पहुंचाना है !

नए युग में भू धरा पर,
सतर्कता से ही होगा जग कल्याण !
कार्य पथ पर सतर्क रहना,
सतर्कता से ही होगा देश महान !

आओ हम सब एक हो जाए
सतर्क होकर प्रकृति को बचाये

अमृतकाल की बेला में
भारत देश ने ठाना है,
सतर्कता की शिक्षा देकर
भ्रष्टाचार दूर भगाना है !

IMPORTANT LETTERS/CIRCULARS

RBE No. 167/2022



**Government of India (Bharat Sarkar)
Ministry of Railways (Rail Mantralaya)
Railway Board**

No. E(D&A)2022 RG6-12

New Delhi, 27/12/2022

The General Managers,
All Indian Railways and Production Units etc.,
(As per standard list).

Sub: Inquiry under Railway Servants (Discipline & Appeal Rules), 1968-Appointment of inquiring authority; clarification.

A mechanism for review of the appointment of Inquiry Officers in a disciplinary proceeding on the grounds of bias was put in place vide this Ministry's letter No. E(D&A)70 RG6-14(1) dated 19.06.1974.

2. Of late, instances have been brought to notice suggestive of a tendency where the charged Railway servants initially participate in the proceedings conducted by the Inquiry Officers and thereafter at a subsequent stage, including the stages approaching the finalization of the inquiry, make representations against some or other of the decisions taken or orders passed by the Inquiry Officer in the course of the inquiry, and terming the same as an allegation of bias quoting the instructions dated 19.06.1974. The grounds raised for alleging bias include the orders/decisions of the inquiring officers not allowing the additional documents demanded by the charged officer, not allowing the defence witnesses as requested by the charged officer, not accommodating the venue and the dates of the hearings as demanded by the charged Railway servants, disallowing the questions asked by the defence side to a witness etc., all of which stand barred from being appealed against under Rule 17(iii) of the Railway Servants (Discipline and Appeal) Rules, 1968. Application of the instructions dated 19.06.1974 to such representations leads to undue prolongation of the proceedings besides interference of the revisionary authority on merits of the case at a wholly premature stage. There is a need to curb this tendency and concern has been expressed by the Central Vigilance Commission also in this regard.

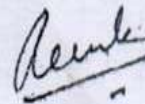
3. To recall, the Railway Servants (Discipline and Appeal) Rules, 1968 do not contain an explicit provision for making of a representation by a charged Railway servant against the appointment of an Inquiry Officer on grounds of bias and, therefore, it was considered appropriate to issue the aforesaid instructions dated 19.06.1974 in order to ensure that a person having a cause or an Interest in the case is not appointed as the inquiry officer which, if done, would not only compromise the fairness of the conduct of the inquiry but would also amount to denial of the reasonable opportunity of being heard to the charged Railway servant. It goes without saying that these instructions were neither intended nor can be allowed to be interpreted in a manner as would render redundant the other provisions including the provision contained in Rule 17(iii) of the Railway Servants (Discipline and Appeal) Rules, 1968, which, in turn, also ensure that the appellate/revisory authorities do not intervene in the proceedings on merits until final orders are passed by the Disciplinary Authority. The statutory scheme has already provided an avenue to the charged Railway servants to make submissions on the Inquiry Officer's report under Rule 10 thereof.

4. The instructions dated 19.06.1974 envisage that a charged Railway servant, if he has reasons to form an opinion that the person appointed as the Inquiry officer is already possessed with a such a prejudiced mind that a fair conduct of inquiry cannot reasonably be expected of him in the case, would raise an allegation of bias immediately on receipt of the order of his appointment the inquiry officer. Raising of an allegation after having participated in the inquiry conducted by the very same person as inquiry officer not only indicates acquiescence on his part with the appointment of the said person as the inquiry officer but also reduces his allegation to a representation of convenience emerging from an after-thought arising out of an apprehension that the inquiry is not proceeding in his favour and thus not worth consideration.

5. In order to curb the aforementioned tendencies and to ensure that the instructions dated 19.06.1974 are invoked only for the intended purposes and not for unduly prolonging and protracting the proceedings, it is clarified that:

- (i) The said instructions would apply only to those representations of the charged Railway servants which contain the grounds of pre-existence of bias in the mind of the person at the time of his appointment as the Inquiry Officer.

- (ii) The said instructions would not apply to the representations made by the charged Railway servants on grounds based on the actions and decisions taken and orders passed by the Inquiry officer during the conduct of the inquiry as it violates the provisions contained in Rule 17 (iii) of the Railway Servants (discipline and Appeal) Rules, 1968 and invites the revisionary authority to intervene in the proceedings before its finalization by the disciplinary authority.
- (iii) Representations against the appointment of a person as the Inquiry officer on grounds of bias should be made by the charged Railway servants immediately after receipt of the order of appointment of the Inquiry Officer by them. In case such a representation is made at a later stage after having participated in the Inquiry, the charged Railway servant must disclose the reasons as to why it was not made immediately after the receipt of the order of his appointment as the Inquiry officer and a failure in such disclosure would preclude the representation from consideration under the said instructions on the presumption that he has acquiesced with the appointment of the person as the Inquiry officer.



(Renuka Nair)
Dy. Director/ Estt.(Discipline &Appeal)
Railway Board

Copy to:

E(O)I, ERB-I, ERB-V, ERB VI, Security(E) and Vigilance -I Branches of Board's Office.

भारत सरकार GOVERNMENT OF INDIA
रेल मंत्रालय MINISTRY OF RAILWAYS
रेलवे बोर्ड RAILWAY BOARD

RBA No. 23 /2023

No. 2023/APP/6-1/2022-23

New Delhi Dated: 18.07.2023.

PFAs
All Zonal Railways / PUs.

Sub: - Review of Accountal of expenditure.

C&AG in a recent Performance Audit Report has observed that there have been several instances of incorrect booking of expenditure by Zonal Railways. It is observed that despite instructions issued from time to time by Railway Board, Zonal Railways and PUs are not taking due care while booking expenditure, leading to instances of misclassification of expenditure.

This deficiency in Railway working shows the Railways in poor light and leads to non-optimum utilisation of scarce budgetary resources.

It is requested that a special drive be immediately undertaken to both highlight and educate regarding the need and the mode of correct booking of expenditure to both Revenue and Capital (across both Plan heads and Sources). Steps should also be initiated to identify wrong entries in booking of the expenditure and to rectify the same timely.

In this regard following (if not already done) may be implemented;

- (i) Effective co-ordination between Executive departments and Accounts to concurrently detect and rectify the mistakes before the close of monthly Account.
- (ii) Strengthening of internal check mechanisms to identify and address the thrust areas where misclassification occurs.
- (iii) The preparation of the compendium/check list of the common mistakes/misclassification for guidance of staff to prevent its recurrence.
- (iv) Optimal use of computerization to reduce manual intervention.

It should be ensured that all such cases of incorrect booking are speedily identified and rectified before closure of the monthly Account.


(Roopa Srinivasan)
AM/Revenue

No. 2023/ACII/25/5/c 3441856
PFAs
All Zonal Railways and PUs etc.

RBA No.29/ 2023
New Delhi, dated :22.09.2023

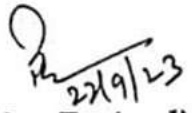
Sub: Strengthening of Internal checking mechanism.

In order to obviate instances of fraudulent payments on salary bills and to strengthen and streamline the existing internal checking procedure, it is reiterated that

1. A periodic report on review of special, intensive check of all imprest accounts by PFAs is mandatory. The check should include whether monitoring and accountal of imprest account is proper; if any payment more than the ceiling amount has been made in imprest account; and no old items are lying in imprest for clearance for want of vouchers.
2. Attention is invited to Board's letter no.2019/ACII/9/9 dated 05.07.2019 (RBA No.54/2019) regarding opening of Bank Accounts (Drawing and Deposit Accounts) by Central Government / Department with accredited Bankers .
3. For faster and transparent accountal of receipts , 100% MERS portal should be used for digitally receiving various items of Miscellaneous Receipts.
4. Attention is invited to Board's letter no. 2018/ACII/25/1 dated 17.05.2018 (RBA No.51/2018) wherein it was advised that IPAS has comprehensive validations / MIS Reports which should be accessed by Personnel and Accounts Department on regular intervals for proper monitoring and to prevent frauds in salary Bills in future.
5. The codal provisions with regard to check of Establishment Charges and also Board's instructions issued vide letter no. 2002/ACII/25/3 dated 15.11.2002 (copy enclosed) on check list for passing of establishment bills to be strictly followed.

Kindly acknowledge receipt.

DA: As above


(Ajay Bartwal)
Jt. Director Finance (CCA)
Railway Board
Ph.No. 011-23047018
E mail ID: ajay.bartwal@gov.in

1/3058917/2023



भारतसरकार Government of India
रेलमंत्रालय Ministry of Railways
रेलवेबोर्ड(Railway Board)



No.2012/ACII/ 21/8

New Delhi, dated : 14.01.2023

PFA's

All Zonal Railways/ PUs.

Sub: Misappropriation in management of imprests.

A case of misappropriation in management of imprests in one of the Zonal Railway has come to the notice of Railway Board. This has occurred due to breaches in the laid down, established processes in the management of imprests.

In this connection, the following is reiterated-

1. Attention is invited to the instructions regarding Cash Imprest Account as envisaged in Para 1601, 1602 and 1603 of Indian Railways Code for the Accounts Department Part I.
2. Special attention must be paid while sanctioning the imprest- its accountal and clearance must be monitored closely.
3. As far as possible there should be only 1 imprest per imprest holder and the amount of imprest must not be larger than that is absolutely necessary.
4. Vouchers of one time imprest sanctioned for any emergent situation must be accounted for in a strictly time bound manner to ensure that imprest has been spent for the purpose for which it was received.
5. It may also be ensured that any high value payment of regular nature SHOULD NOT be paid through imprest.
6. Scheme for use of SBI Imprest card for disbursement of imprest to the Imprest holders was introduced on all Indian Railways. The scheme envisaged that imprest holders are provided with SBI Imprest Cards to facilitate withdrawal of funds for the imprest expenditure. In this regard,

attention is invited to Board's letter No. 2012/AC-II/21/8 dated 12.12.2012 (RBA No. 46/2012) for strict compliance.

7. Further instructions regarding proliferation of SBI imprest cards were also issued by Railway Board from time to time.

8. All imprest cards must be linked with Imprest Sanction Master of IPAS.

9. The prescribed checks for operation and recoupment of imprest must be followed scrupulously.

10. PFAs may direct that all Sr DFMs/ WAOs/ Dy FAs to conduct a special, intensive check of all imprest accounts being operated under their control. The check should include whether monitoring and accountal of imprest account is proper; if any payment more than the ceiling amount has been made in imprest account; and no old items are lying in imprest for clearance for want of vouchers. The results of this check may be advised to railway Board by 20/1/2023.

Action taken in this regard may be advised latest by 20.01.2023 at ajay.bartwal@gov.in.

Signed by Ajay Bartwal

Date: 14-01-2023 13:30:55

Reason: Approved
(Ajay Bartwal)

Jt. Director Finance (CCA)

Railway Board

Ph.No. 23047018

E mail ID: ajay.bartwal@gov.in

Have the courage to say no. Have the courage to face the truth. Do the right thing because it is right. These are the magic keys to living your life with integrity

William Shakespeare



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आज़ादी का
अमृत महोत्सव

भारत सरकार GOVERNMENT OF INDIA
रेल मंत्रालय MINISTRY OF RAILWAYS
(रेलवे बोर्ड RAILWAY BOARD)

75
Azadi Ka
Amrit Mahotsav

No.2022/V-1/VP/AIPR/1/1

Rail Bhavan, New Delhi
Dated 17.11.2022

The SDGMs/CVOs,
All Indian Railways.

Sub: Timely filing of Annual Immovable Property Return by
Railway officers – reg.

As you are aware, the Central Vigilance Commission (CVC) vide its guidelines dated 16.03.2022 has advised that timely filing of AIPR is a mandatory pre-condition for vigilance clearance. Therefore, all Ministries/Departments/Organizations have been requested to ensure that all officers, for whom vigilance input is solicited from the Commission, have filed AIPR within the stipulated time limit. Vigilance clearance shall be denied by the Commission to an officer if he fails to submit his annual immovable property return of the previous year by 31st January of the following year, as required under the extant instructions of the Government of India. Thus, it is evident that filing of AIPR on time is a mandatory pre-condition for grant of vigilance clearance by CVC.

2. Subsequent to issue of above-mentioned instructions, while considering proposals of grant of vigilance clearance related to empanelment of Railway officers under Central Staffing Scheme, other higher-level appointments etc., it was noticed that a large number of officers had failed to file their AIPR for the previous year within the prescribed time limit. This has been seen as a matter of concern. It is certainly an area where it is important that awareness be inculcated amongst officers so that they file their AIPR timely and avoid being in a situation where higher-level appointments are negated on account of denial of vigilance clearance by CVC.

3. The matter has, accordingly, been considered and the competent authority has desired that SDGMs/CVOs should take necessary steps to disseminate the importance of filing of AIPR in time by Railway officers through periodic circulars and training programmes. It would be appreciated that as a part of preventive vigilance, it becomes essential to put in place remedial measures to address the vulnerabilities in the systems and procedures. Special emphasis should be made to propagate this important message immediately since filing of AIPR for the ensuing year is to be done shortly.

4. Receipt of this letter may be acknowledged.

234
17.11.22
(S.M. Pandey)
Exec.Dir.Vig.(Engg.)
Railway Board

Copy for information and necessary action to:

1. All General Managers/DGs,
Indian Railways/Production Units/Training Institutes
2. PSOs/Sr.PPSs to CRB,MF,M(O&BD), MI, M/TRS, DG/RPF, DG/RHS, Secretary,
PED/Vig., Railway Board.

सतर्कता जागरूकता सप्ताह-2022 की कुछ झलकियां



श्री आलोक कुमार, महाप्रबंधक के नेतृत्व में प्रधान कार्यालय में सत्यनिष्ठा शपथ का आयोजन



प्रधान कार्यालय में नुवकड़ नाटक का आयोजन



श्री आलोक कुमार, महाप्रबंधक द्वारा श्री आर. के विज, से.नि.पुलिस महानिदेशक (विशेष) का “भ्रष्टाचार मुक्त भारत – विकसित भारत” पर आयोजित संगोष्ठी में स्वागत



“भ्रष्टाचार मुक्त भारत – विकसित भारत” पर आयोजित संगोष्ठी



रेलवे स्कूल, बिलासपूर मे भाषण प्रतियोगिता



रेलवे स्कूल, नैनपूर मे ड्राइंग प्रतियोगिता



रेलवे स्कूल, बिलासपूर में ड्राइंग प्रतियोगिता



रायपूर स्टेशन में नुवकड़ नाटक का आयोजन

अस्वीकरण

यह बुकलेट मात्र सांकेतिक है, अपने आप में सुविस्तृत नहीं। यह संबंधित विषय पर किसी भी प्रकार से किसी नियम, प्रक्रिया तथा वर्तमान अनुदेशों / मार्गदर्शी सिद्धांतों को प्रतिस्थापित नहीं करता। इस बुकलेट में उल्लेखित प्रावधान किसी भी प्रकार से किसी भी रेलवे कोड एवं परिपत्रों का जिनका इसमें हवाला दिया गया है का अधिक्रमण नहीं करता एवं मामलों का सही संदर्भ में समझने के लिए इन्हें अन्य संगत पॉलिसी / सर्कुलर के समायोजन के साथ पढ़ा जाना चाहिए। इस बुकलेट को किसी भी न्यायालय में प्रस्तुत नहीं किया जाना चाहिए एवं कहीं आवश्यक हो तो संबंधित विषय से संबंधित मूल आदेश को ही प्रस्तुत किया जाना चाहिए।

DISCLAIMER

THE BOOKLET IS ONLY INDICATIVE AND IS BY NO MEANS EXHAUSTIVE. NOR IT IS INTENDED TO BE A SUBSTITUTE FOR RULES, PROCEDURES AND EXISTING INSTRUCTIONS/ GUIDELINES ON THE SUBJECT. THE PROVISIONS HEREIN DO NOT IN ANY WAY SUPERSEDE THE RULES CONTAINED IN ANY OF THE RAILWAY CODES AND THE CIRCULARS REFERRED TO HEREIN SHOULD BE READ BOTH INDIVIDUALLY AND IN CONJUNCTION WITH OTHER RELEVANT POLICY CIRCULARS FOR PROPER APPRECIATION OF THE ISSUES INVOLVED. THIS BOOKLET ALSO SHOULD NOT BE PRODUCED IN ANY COURT OF LAW AND WHEREVER NECESSARY, REFERENCE SHOULD ALWAYS BE MADE TO THE ORIGINAL ORDERS ON THE SUBJECT.

लोकहित प्रकटीकरण और मुखबिर संरक्षण विधेयक, 2004 (PIDPI)

पीआईडीपीआई
क्या है?

- पीआईडीपीआई भारत सरकार का एक संकल्प है।
- इसके तहत दर्ज किये गये सभी शिकायतों में शिकायतकर्ता की पहचान गोपनीय रखी जाती है।

पीआईडीपीआई
शिकायत कैसे दर्ज
की जाती है?

- शिकायत सचिव, सीवीसी को संबोधित होनी चाहिए और लिफाफे पर 'पीआईडीपीआई' लिखा होना चाहिए।
- शिकायतकर्ता का नाम और पता लिफाफे पर नहीं बल्कि लिफाफे के अंदर बंद पत्र में अंकित होना चाहिए।

शिकायतकर्ता की
पहचान गोपनीय
रहे यह सुनिश्चित
करने के लिए
दिशा-निर्देश

- जो शिकायतें व्यक्तिगत रूप से शिकायतकर्ता से संबंधित हैं या अन्य अधिकारियों को संबोधित हैं, उनमें पहचान का खुलासा हो सकता है।
- शिकायतें खुली स्थिति में या सार्वजनिक पोर्टल पर नहीं भेजी जानी चाहिए।
- पहचान बताने वाले दस्तावेज संलग्न नहीं किए जाने चाहिए या शिकायत में उल्लिखित नहीं किए जाने चाहिए, उदाहरण के लिए आरटीआई के तहत प्राप्त दस्तावेज।
- लिफाफे के अंदर पत्र पर नाम और पता का उल्लेख पुष्टि करण उद्देश्यों के लिए किया जाना चाहिए।
- जिन शिकायतों की पुष्टि नहीं होती उन्हें बंद कर दिया जाता है।
- गुमनाम/छद्मनाम पत्रों पर विचार नहीं किया जाता है।

सतर्कता जागरूकता सप्ताह 2023

अधिक जानकारी के लिए अवलोकन करें: <https://www.cvc.gov.in>