

# LAKSHYA

ANNUAL BULLETIN OF VIGILANCE DEPARTMENT



रामगुण्डम फर्टिलाइजर्स एण्ड केमिकल्स लिमिटेड



"भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें"  
"Say No to Corruption; Commit to the Nation"

**Vigilance Awareness Week - 2023**

**Ramagundam Fertilizers and Chemicals Limited**

(A Joint Venture Company of NFL, EIL and FCIL)



# VIGILANCE AWARENESS WEEK-2023

(सतर्कता जागरूकता सप्ताह-2023)

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राष्ट्रपति  
भारत गणतंत्र  
PRESIDENT  
REPUBLIC OF INDIA

**MESSAGE**

I am pleased to know that the Central Vigilance Commission is observing Vigilance Awareness Week, 2023 from 30th October to 5th November, 2023 on the theme:

"भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें"  
"Say no to corruption; commit to the Nation"

Bringing about transparency and accountability in governance is one of the most important factors in ensuring all-round growth and development of the country. It is the collective responsibility of all the citizens of the country to fight for the ideals of ethics and integrity.

I solicit the participation of all the citizens of the country in joining the Central Vigilance Commission in this initiative. This year, CVC has also undertaken a three-month campaign on preventive vigilance measures.

I am sure that all these efforts will go a long way in spreading awareness and promoting the ideals of ethics and integrity in public life.

A handwritten signature in green ink, which appears to be 'D Murmu'.

(Droupadi Murmu)

New Delhi  
October 12, 2023

# MESSAGES



सत्यमेव जयते

उपराष्ट्रपति  
भारत गणराज्य

VICE-PRESIDENT  
REPUBLIC OF INDIA

## MESSAGE

Happy to know that the Central Vigilance Commission (CVC) is observing Vigilance Awareness Week from 30<sup>th</sup> October to 5<sup>th</sup> November 2023 under the theme "Say no to corruption; commit to the Nation".

Corruption erodes the foundation of our democracy and poses a major hindrance to our growth and development. Vigilance Awareness Week serves as a powerful reminder of our collective responsibility to promote a corruption-free society and uphold transparency and ethical conduct in governance. The active participation of all government employees in Vigilance Awareness Week will contribute towards ensuring accountability in administration, which in turn will pave the way for a more virtuous society.

I extend my best wishes to the Central Vigilance Commission and the entire team of Vigilance Officers for their tireless efforts to foster a more ethical administrative ecosystem.

A handwritten signature in black ink, reading 'Jagdeep Dhankhar'.

Jagdeep Dhankhar

New Delhi  
October 21, 2023



सत्यमेव जयते

प्रधान मंत्री  
Prime Minister

**MESSAGE**

I am happy to learn about the initiative taken by the Central Vigilance Commission (CVC) to hold the Vigilance Awareness Week from October 30 to November 5, 2023. It is befitting that this is observed in the week of Sardar Vallabhbhai Patel's Jayanti - his life's message is about service and integrity.

The theme of the Week – 'Say no to corruption, commit to the nation' reflects one of the foremost priorities of eliminating corruption.

CVC's efforts in combating corruption and its contribution to the nation's socio-economic development are commendable. The Commission's manifold initiatives, including a three-month campaign on measures for preventive vigilance measures bolster its anti-corruption efforts.

For the development of any country or any state, it is necessary to eliminate corruption and ensure transparency in governance. Our commitment to maintaining zero-tolerance towards corruption is unwavering. Over the last 9 years, a number of steps have been taken to curb corruption, as well as to institutionalise honesty.

The people, especially youngsters, have a crucial role in strengthening the fight against corruption. Raising awareness is a particularly important way of catalysing a mass movement in this direction.

All our efforts are aimed at building a New India, which stands for pro-people progress and corruption-free governance. I firmly believe that when the country celebrates 100 years of freedom in 2047, India will be a developed nation. Anti-corruption initiatives play an important role in making this happen.

Best wishes for making Vigilance Awareness Week celebrations a huge success. May these efforts go a long way in enhancing transparency and probity in public life.

A handwritten signature in black ink, which appears to be 'Narendra Modi', is positioned above the printed name.

(Narendra Modi)

New Delhi  
कार्तिक 05, शक संवत् 1945  
27<sup>th</sup> October, 2023



सत्यमेव जयते

### केन्द्रीय सतर्कता आयोग CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,  
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सं./No..... 023/VGL/035

दिनांक / Dated..... 25.10.2023

#### MESSAGE

#### Vigilance Awareness Week (30<sup>th</sup> October to 5<sup>th</sup> November, 2023)

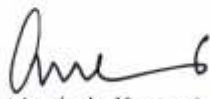
Central Vigilance Commission is observing Vigilance Awareness Week, 2023 from the 30<sup>th</sup> October to the 5<sup>th</sup> November, 2023. Every year, Vigilance Awareness Week is observed as an outreach measure to create greater awareness about the importance of integrity and ethics in public life. The theme for this year is :

**"Say no to corruption; commit to the Nation,  
भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें"**

As a prelude to Vigilance Awareness Week 2023, the Commission has sought the participation of all Central Government authorities/organisations to undertake a three-month campaign (16<sup>th</sup> August to 15<sup>th</sup> November) on preventive vigilance activities as focus areas. As a means of eliciting public participation while also disseminating information on vigilance matters, the Commission has launched a quiz on vigilance matters.

The Commission is also issuing three publications : (i) Best Practices in Vigilance Administration, (ii) Increasing transparency through the use of technology, and (iii) Public Procurement: Challenges and Way Forward . The idea behind these is to disseminate information regarding effective and innovative initiatives undertaken by different organizations to serve as a point of reference and a way forward.

The Commission solicits the participation of all the citizens to come together in bringing about transparency and accountability in public administration.



(Arvinda Kumar)  
Vigilance Commissioner



(Praveen K. Srivastava)  
Central Vigilance Commissioner



## Message from CEO's Desk

Vigilance Awareness Week is observed every year in the week in which the birth anniversary of Sardar Vallabhbhai Patel falls. During this week we reaffirm our faith and commitment to achieve the organizational goals with highest level of transparency and corporate governance. This year, Vigilance department is observing "Vigilance Awareness Week 2023" from 30<sup>th</sup> October 2023 to 05<sup>th</sup> November 2023 and a special three-month long vigilance awareness campaign is being observed from 16<sup>th</sup> August 2023 to 15<sup>th</sup> November 2023 with several activities planned across RFCL.

The theme of this year's Vigilance Awareness Week is:

**“भ्रष्टाचार का विरोध करें: राष्ट्र के प्रति समर्पित रहें”**  
**"SAY NO TO CORRUPTION: COMMIT TO THE NATION"**

The fight against corruption which is a serious and complex malaise is a collective duty and responsibility of all the citizens. Predictive Vigilance, Punitive Vigilance and Preventive Vigilance are a few vigilance strategies for an effective vigilance system implementation. There has to be a total commitment towards transparency and integrity on the part of each employee of our organisation in implementing these strategies.

RFCL have been brought into existence to make an 'Atmanirbhar Bharat' in manufacturing of Urea fertilizers. RFCL since inception has adopted standard and transparent business practices. Let's all join hands to follow the traditions of strong principles of transparency, fairness and accountability for all round growth of RFCL as an organisation.

On this occasion, I extend my best wishes to the entire Vigilance team for their successful endeavor in creating awareness among employees and their families about combating corruption and I also convey my best wishes for the success of VAW-2023. Let us dedicate ourselves towards honesty and commitment.

**(Alok Singhal)**  
**CEO, RFCL**



### Message from CVO's Desk

Vigilance Awareness Week is celebrated every year to coincide with the birthday of Sardar Vallabh Bhai Patel- the Iron Man of India who was also our first Home Minister. The basic objective of celebrating Vigilance Awareness Week is to instil a sense of participation among the stakeholders and generate awareness about the evils of corruption.

The theme for Vigilance Awareness Week 2023 is "**Say no to Corruption, Commit to the Nation**". As a prelude to this week, a 3 Months campaign on various Preventive Vigilance issues has also been undertaken which includes various important activities like Awareness on PIDPI, Capacity building programs and updation of Manuals etc.

On this occasion, I earnestly appeal to all employees, their family members and various stakeholders to join us in this endeavour of VAW-2023 with full enthusiasm.

I also feel proud in presenting to you the 2<sup>nd</sup> printed edition of our Annual Vigilance Bulletin "LAKSHYA". This bulletin contains various Articles and Case Studies that you will find useful.

I congratulate all the contributors of this bulletin as well as the editors who have done a splendid job. I wish the Bulletin and the VAW-2023 activities all success.

Your valuable feedback and suggestion are most welcome.

Thanks, and regards.

**(Lalit Mohan Pandey)**  
**Chief Vigilance Officer, RFCL**





## Integrity Pledge for Organizations

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

We acknowledge our responsibility to lead by example and the need to put in place safeguards, integrity frameworks and code of ethics to ensure that we are not part of any corrupt practice and we tackle instances of corruption with utmost strictness.

We realize that as an Organisation, we need to lead from the front in eradicating corruption and in maintaining the highest standards of integrity, transparency and good governance in all aspects of our operations.

We, therefore, pledge that:

- » I shall promote ethical business practices and foster a culture of honesty and integrity;
- » I shall not offer or accept bribes;
- » I commit to good corporate governance based on transparency, accountability and fairness;
- » I shall adhere to relevant laws, rules and compliance mechanisms in the conduct of business;
- » I shall adopt a code of ethics for all our employees;
- » I shall sensitise our employees of laws, regulations, etc. relevant to their work for honest discharge of their duties;
- » I shall provide grievance redressal and Whistle Blower mechanism for reporting grievances and fraudulent activities;
- » I shall protect the rights and interests of stakeholders and the society at large.



### **Disclaimer**

Some of the Article & Case Studies are prepared by Vigilance department, National Fertilizers Limited. RFCL being a joint venture company of NFL and also operating in the same line of business, the case studies are relevant to the employees of RFCL. Moreover, the policies of RFCL related to procurement, contracts, and other rules & regulation are also in line with NFL. In this regard, the case studies are being provided for the consumption of RFCL stakeholders.



**Lalit Mohan Pandey**  
CVO (RFCL)

## Article - I

### VIGILANCE: A TOOL FOR ORGANISATIONAL EFFICIENCY

Vigilance, which is literally defined as watchfulness and alertness, is a management function. The Vigilance Administration in any organization is an oversight mechanism which helps the organization to fight corruption. This is especially important for Government organizations since they are expected to be not only efficient but also ethical, just and fair.

Corruption in an organization manifests itself in various forms such as bribery, nepotism, willful action or inaction to benefit or deny benefit to someone, favoritism, failure to follow laid down processes or lack of transparency.

A more critical look would reveal that these are symptoms of not only corruption but also system inefficiency.

The task of the Vigilance department is to identify such symptoms and advise the executive to put in place corrective and preventive action.

The Vigilance Manual of the Central Vigilance Commission aptly sums up this in the following words:

“Vigilance administration in any organization is an integral function like any other function of management, such as finance, personnel, operation, marketing, material, and contracts, etc. If the vigilance set-up is effective in an organization, it will certainly ensure the functioning of the other segments in an efficient way.”

#### **2. Challenging The Common Perception**

Unfortunately, the common perception about Vigilance working is far from this. Among the Executives, the working of the Vigilance department is often seen as obstructive, interfering and that which tends to slow down the working of the system. The queries and recommendations of the Vigilance department are seen as unnecessary and as an attempt to undermine the executive's authority.

At the same time, the Vigilance officials also often claim lack of cooperation and delaying or diverting tactics on part of the executives.



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This is a vicious cycle where both perceptions tend to grow stronger due to the other. This tends to compromise the basic purpose of the Vigilance function. This needs to change.

For a win-win situation, a positive and collaborative mindset is required among the executives and the Vigilance officials.

However, this is easier said than done.

### 3. Organizational Efficiency-Centric Approach

A common platform which can bring the two divergent views together is Organizational Efficiency. The executives as well as the vigilance officials are working for the benefit and progress of the organization. There are no cross purposes and the common aim is to create an organization which is working for the Public good in a fair and transparent way. This can be best achieved by an organization that is efficient and responsive.

Hence, an Organizational efficiency-centric approach can help to create the positive mindset which in turn is very important to create the required synergy in the organization. The basic philosophy of Vigilance as a Management function which can help create an efficient organization, as stipulated in the CVC Manual as quoted above, needs to be reinforced and strengthened.

The intrinsic capability of the Vigilance function to identify system inefficiencies needs to be recognized and leveraged. The understanding which is required to be propagated and reinforced is that Vigilance administration is not aimed at undermining the authority of the Executives or to find scapegoats for the lapses noticed. On the contrary, it can be used as tool by the Management to identify inefficiencies in the system and correct them for the overall benefit of the organization.

To appreciate the details of this Organizational efficiency-centric approach, a clear understanding of the working of the Vigilance Department, its scope, its constraints and its focus areas is needed.

#### 3.1 Understanding 'Vigilance Angle'

The functions of the Vigilance department can be classified as: Preventive, Punitive and Surveillance & Detection. Among these, surveillance and preventive measures to be taken by the Vigilance department are more important as these are likely to identify vulnerabilities and hence reduce the occurrence of corruption cases.

As per Vigilance Manual of CVC: **“The role of CVO should be predominantly preventive”**.

Practically speaking, the methodology of the working of the Vigilance department is to look for “Vigilance Angle” in the scrutinies, investigations and preventive checks done by it. However, identification of 'Vigilance Angle' is a subjective activity where a lot of factors have to be weighed in.



The Vigilance Manual explains the meaning of Vigilance Angle in great detail (Para 1.4). However, the scope of the Vigilance department and the limited resources that it commands, limits the extent of its investigations. For example, aspects like 'demanding and accepting gratification', 'obtaining valuable thing or pecuniary advantage' or 'possession of disproportionate assets' which would be obviously indicative of a corrupt act or indicate the presence of vigilance angle are not easy to be established in a departmental enquiry by the vigilance department. These can probably be established only with the help of specialized agencies such as CBI or the Police department.

This effectively means that the Vigilance Department, during its scrutinies and investigations has to identify corrupt practices "indirectly". It does so by looking for 'vigilance angle' as a symptom of corruption, as it appears in the files and records that it scrutinizes, while being guided by the principle of Preponderance of Probability.

So the vigilance angle that is looked for by Vigilance officials in file proceedings is the presence of lapses or irregularities such as, 'gross or willful negligence', 'recklessness in decision making', 'violation of systems & procedures', 'exercise of discretion in excess', 'causing undue loss or concomitant gain' and 'undue and unjustified delays in disposal of a case'.

Such lapses which are evident from the file or records and the prevalent circumstances in which these 'lapses' occurred are used by the Vigilance department to establish Vigilance Angle based on which the required Punitive and Corrective actions are recommended.

### **3.2 Vigilance Angle Co-exists with System Inefficiency: Scenarios**

A closer look at the lapses & irregularities that the Vigilance official looks for as symptoms of corruption as described above would reveal that these are also the symptoms of system inefficiencies.

A few examples would probably make the point clear:

#### **Scenario 1:**

**An estimate prepared without due diligence leads to a situation where the offers received in the tender are very high. The Tender Committee struggles to justify the rates received in the tender and in view of the urgency, is practically forced to accept exceptionally high rates.**

From the Vigilance point of view, the case would constitute a strong Vigilance angle and the TC members would be questioned for the reasons for accepting high rates without due justification. This situation may even be construed to be amounting to 'reckless decision making' or 'causing undue loss to the organization'. However, a detailed analysis would reveal the lapse in the estimation effort which has jeopardized the entire tendering process and rendered it vulnerable. This could have also led to a situation where the tender has to be cancelled in view of unreasonable rates and would have cost the organization heavily in terms of process costs and opportunity costs. Hence this is also clearly a symptom of Organizational Inefficiency.

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## **Scenario 2:**

**The Tender opening date for an open or limited tender is extended multiple times despite getting a few offers.**

From the Vigilance viewpoint, this is a situation which indicates possible favoritism allowing undue extra time to some favored participant to submit their offer.

From the viewpoint of organizational efficiency, this is a situation which leads to avoidable delays in finalization of the tender and the resultant costs to the organization. This is also a situation which is prone to complaints from competing vendors. Hence it indicates an inefficient way of working.

## **Scenario 3:**

**The requirement of a certain item is split into smaller quantities and separate procurement process is followed for each smaller indent.**

From the Vigilance point of view, this is a clear attempt to bypass the existing delegation of powers. The procurement does not get the approval of the actual competent authority and is done at the subordinate level thus avoiding the due scrutiny that is mandated in the organization's procedures. At a broad level, this is an irregular procurement without due approval. This is a case with a strong Vigilance angle.

From the organizational efficiency point of view, this is an inefficient way of working since the proper diligence including a review of the actual need for the total quantity is not done at the desired level. Moreover, the tendering cost for the organization increases multi fold due to multiple tendering which also amounts to wastage of manpower. The multiple tendering may also result in a situation where different vendors get the orders causing complications in supplies. Hence it is an inefficient way of working.

## **Scenario 4:**

**Manuals prescribe a 3 members Tender Committee with a provision for co-opting an extra member for special tenders. However, the competent authority regularly nominates large Tender Committees comprising of 10 members on an average. The TC has members who report directly/indirectly to other members of the same TC. Very often the TC has upto 3 members from the same department.**

From the Vigilance point of view, this is a clear violation of the letter and spirit of the Organization's Manuals as also the guidelines of CVC/DoE. It is a fundamentally flawed arrangement since it violates the basic norms of TC formation. The senior members of the TC are clearly in a position where they can influence the other TC members who are their subordinates. This is also a situation where the responsibility is attempted to be diluted by keeping many members in the TC.

Moreover, ensuring the attendance of all members of the TC simultaneously for the TC meetings is a difficult task which also results in situations where unauthorized officials attend the TC as replacement to members



who are unavailable.

This situation is highly vulnerable to manipulations and other irregularities and hence has a strong Vigilance angle.

From the organizational efficiency point of view, this is a very inefficient way of working since the organization deposes 10 -12 people for a job which can be done in a much better way by 3 people. Moreover, since the TC members are mostly senior management officers, it amounts to wasteful utilization of their time and capabilities.

Such 'mega tender committees' also tend to promote a culture of diffused responsibility in the organization, where no officer claims full responsibility for a decision.

In case of any lapse, the senior members of the TC claim lack of due diligence on part of their subordinate members of the TC and their inability to go into the details. At the same time the junior members of the TC cite urgency, pressure from seniors and unwritten directions for the lapse.

Hence this situation is highly inefficient and counterproductive to the organization.

**Scenario 5:**

**Previous bad performance of a vendor is not highlighted or put in records. The same is also not brought to the notice of the TC, thus enabling a repeat order to be placed on the defaulter vendor.**

From the Vigilance point of view, this situation has a strong vigilance angle since it amounts to “gross negligence” and causing “undue loss to the organization”. This indicates a clear display of favoritism to a defaulting vendor, probably for some pecuniary gains.

From the organizational efficiency point of view, it is a lapse which is likely to have a negative impact on the organization. The vendor has a history of bad performance and may default on this order too. This is likely to lead to a situation of loss to the organization in terms of lost opportunity, re-tender costs, bad quality or delayed supply etc. Repeat order to a defaulter vendor also encourages other vendors to slacken their performance since the message that is sent is that there are no penalties for defaulters. This is bad for the organization in the long run. Such a situation adversely affects the organization's efficiency.

**Scenario 6:**

**After opening of a tender including the price bids, the TC takes unreasonably long to finalise the TC proceedings. Later, after acceptance of the TC proceedings, there is a long and undue delay in release of Work order to the vendor.**

From the Vigilance point of view, this situation indicates a Vigilance angle since the unreasonable and

unduly long delays are a fertile ground for corruption.

This situation also indicates the inefficiency of the system which is likely to impact the organization negatively. The delay in finalization of the tender is a loss to the organization since the intended work/supply does not fructify in time. It may also lead to losses due to disruption of work on account of delayed supply or completion of work.

#### **4. Conclusion**

The few scenarios described above help to appreciate the common thread which runs across them which is that symptoms of corruption identified as Vigilance angle are also symptoms of systemic inefficiencies. A situation when viewed from the lens of corruption reveals a strong Vigilance Angle. Simultaneously, when viewed from the lens of Organizational Efficiency, the same situation reveals the existence of system inefficiencies.

In view of the above, it can confidently be said that Vigilance scrutinies reveal not just Vigilance Angle but also System Inefficiencies.

This also means that a Vigilant Organization is an Efficient Organization.

This understanding should help us to appreciate the true role of Vigilance department in an organization. An efficient Vigilance department can identify and highlight the inefficiencies in the system & procedures of the organization and help the organization in overcoming these inefficiencies. This would indicate a true synergy and help the organization in becoming a Vigilant and hence an efficient organization.







**Tarun Kumar Jain**  
Chief Manager (Vigilance), NFL

## Article - II

### IMPLEMENTATION OF RTI ACT 2005 - NFL'S PERSPECTIVE

#### 1. Introduction

RTI Act is considered to be second biggest right given to Citizens of India after the right to Vote. This act was enforced with objective to increase the transparency of governing system and fixing accountability at every level of operation. Every Citizen shall have Right to Information.

Being Public sector undertaking NFL is also covered under provisions of this act.

#### 2. Procedure to deal with RTI Applications

"Right to Information" through applications Includes right to Inspection of work, documents, records, taking notes, extracts, or certified copies of documents/records; taking certified samples of material; obtaining information in the form of diskettes, floppies, tapes, video cassettes, etc.

Here "Record" Includes Document, manuscript and file, Microfilm, microfiche and facsimile copy of document, Reproduction of image or images in such microfilm and any other material produced by computer etc.

NFL's Structure to deal with RTI is as provided On Company's Website [www.nationalfertilizers.com](http://www.nationalfertilizers.com). In general, in our organization copy of the application received from the information seeker is sent to the concerned department's HOD through IOM/e-mail/Hard Copy, as it is. The HOD forwards the application to the concerned section (Custodian of concerned document) for providing the information. The desired information provided by the concerned section is made available to the CPIO, through the same channel.

#### 3. Analysis of RTI Implementation in NFL

Data pertaining to RTI applications received and processed in NFL (CO, ZO's and Units) for last five years has been studied recently by vigilance department, to analyze the RTI applications received in our organization and finding out shortcomings of our system. This was further extended to suggest corrective measures to be adopted for smooth processing.

**3.1** It has been understood that a total of around 3000 RTI applications have been received and disposed off in NFL during last five years out of which around 70% belongs to CO-Noida only.

Further around 80% of total RTI applications received in NFL's Units and CO-Noida pertains to Recruitment

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Process and HR matters. It has been further learnt from past statistics that around 80% RTI Applications received in NFL's Zonal Offices pertains to "Dealer Section" where either dealer's himself are asking for data of Fertilizer supplied to other competitor Dealer, or about policy of distribution of non-Urea Products.

**3.2** Type of applications received in NFL are as follows (in descending order):

1. Regarding Contract workers, their PF, ESI, Salary Wages/Salary Slips etc.
2. Regarding NFL Employees, Service matters, bio-metric attendance/Salary slips etc.
3. Regarding Contracts, tender, price bids, gazette notification/CST of previous PO/WO/Spare and consumable imported
4. Regarding Performance Related Pay, ACR, DPC Marks
5. Regarding Fly over/ROB Regarding Union Related information
6. Regarding equipment/plants of NFL Nangal Unit/Raw material/Production equipment's/ operations /energy consumption in various process
7. Regarding Arya Samaj Mandir and Dayanand Public School/NFL School/Club/Gold Club/Hospital etc.
8. Regarding employee's policy such as Reservation/Roster/Seniority List/Diversification /Promotion/ Recruitment policy etc.
9. Regarding No. of SC/ST employees working and guidelines of Govt.
10. INDIA Regarding distributions of fertilizers through railway and transportation through railway rakes
11. Regarding retired employee's medical policy
12. Regarding Electricity Tariff. Water charges of quarters/Rules & Regulation regarding allotment of quarter and its complaints/lease documents of quarters
13. Regarding Land acquired at the time of setting up of factory in 1958-59 onwards/demarcation/ verification of record of land.
14. Regarding Govt policies step taken for the public
15. Regarding Investigation of complaint/orders
16. Regarding job on compassionate ground
17. Assets and management

### **1.3 Analysis of disposal time:**

It has been further understood that almost 99% RTI applications have been disposed of in time. There were few cases (around 1%) where marginal delay occurred in reply.

**3.4** Analysis of cases escalated to higher appellant authorities: Out of around 3000 applications received during past five years around 11% i.e. 314 cases have reached up to first appellant authority. Only around 1.2% i.e. 36 number cases reached to CIC.

**3.5** Cases with "missing" record: There were very few cases where the desired documents were "missing" from custody. Alternative measures were taken to deal with such cases.



It is further seen that RTI data record keeping needs attention specially in zonal offices.

Based on scrutiny of RTI data of our organization useful inferences have been drawn which are discussed further in this article.

#### **4. Some Important Tips for PIOs**

The PIOs have to keep the following in mind:

- a) Information which cannot be denied to the Parliament or the State Legislature shall not be denied to any citizen.
- b) Notwithstanding the exemptions permissible under Sec8(1), access to information is to be allowed, if public interest in disclosure outweighs the harm to the protected interest.
- c) The Right to Information Act, 2005 overrides the Official Secrets Act, 1923; any material relating to occurrence, event or matter, which has taken place, occurred or happened twenty years before the date of the application has to be given to the applicant.
- d) Access to information should not involve an infringement of copyright subsisting in a person other than the State.
- e) If any CPIO or the SPIO, has without any reasonable cause, refused to receive an application for information or has not furnished information within time, denied the request, knowingly given incorrect, incomplete or Misleading information or destroyed information which was the subject matter of information or Obstructed in furnishing the information, he/she is liable for a penalty as specified.
- f) The PIO is personally liable to pay penalty if the same is imposed by the Information Commission while deciding on complaints and appeals
- g) The IC shall recommend for disciplinary action against the PIO if she persistently violates the provisions of the Act.
- h) For cases of non-traceable/lost/missing/Damaged records/information;
  - i) After noticing any of the above mentioned conditions, create written evidence of search (Circulate search Memo in all/concerned departments) keeping time limit in view.
  - ii) Reasons for non-traceability shall be recorded. Create evidence of having conducted a genuine search as per established company's procedure.
  - iii) Set up a committee (approved by CA) for search and for looking in to circumstances. Obtain Certificate of search/Missing.
  - iv) Fix responsibility and make recommendations against culprits.
  - v) Suggest future course of action.
  - vi) Obtain permission for record/information reconstruction, wherever there exists such possibility.
  - vii) Intimate applicant.

#### **5. Suggested Check List after receipt of RTI Application:**



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1. Check whether the RTI application is from Indian citizen/NRI, if not then need not to entertain.
2. Check for "Information" [Defined in Section 2(f)]. If the desired information is already available in public domain (web site of company and other publications) there is no compulsion to provide the information to the applicant under RTI, only desired action is to intimate the applicant regarding location/address of related/concerned public domain.
3. Check for concerned public authority [Defined in Section 2] in context to desired information, if desired information belongs to some other public authority, redirect the same to the concerned public authority within 5 days period of receipt of application (by public authority) under intimation to applicant.
4. Where information sought is concerned with Life and Liberty of a person? Time limit is forty-eight hours (48 Hours) of the receipt of the request for disposal of such cases.
5. Check for (i) Exclusions, (ii) Exemptions & (iii) Safe Guards. As defined in specified sections.
6. Segregate the desired information, only one subject /information need to be entertained under one RTI application, if application desires more than one subject/information, ask applicant to put separate RTI applications each for one subject/information and entertain each one separately.
7. Need not to provide information under RTI where there exist provisions for obtaining such information's through already set or existing procedures/provisions under rules/laws/practices. Only thing to do is to direct/intimate the applicant to follow the alternate available route.
8. Provide information in the form, it is sought, But it is not necessary (Conditional) every time.
9. In case of bulk documents and heavy segregation, call the applicant for inspection on suitable date, time and venue. Keep record of conducted inspection (Gate Pass with entry in visiting register, date and time, CCTV footage etc). Inspection shall be conducted under supervision and use of Camera not allowed. Provide documents one by one for inspection and obtain certificate of inspection after every inspection from inspecting applicant. If applicant not agree to sign then supervisor shall certify the inspection.
10. Provide Complete, Accurate and Timely Information
11. In case of BPL applicant (who had submitted proof in this respect) no cost of processing as well as providing document could be recovered from applicant. Same is the case when providing late (above defined period of 30 days) information to any applicant, no fee could be charged.
12. In case of rejecting the RTI application, concerned provision under concerned section of Act shall be mentioned, preferably copy of Decision (Case study available on Google search) in similar cases.
13. Complete case file shall be maintained in chronological order and all documented paper work.
14. If desired information belongs/pertains to third party, and PIO feels that it should be disclosed, then issue notice to third party within 5 days of receipt of RTI application and obtain permission, if denied then give second notice of probable disclosure of information to third party with name address of First appellant authority for making appeal against disclosure and all this under intimation to applicant.
15. Repetitive use of RTI to seek information on same or similar subjects by same persons leads to rejection of RTI application with written intimation.
16. If Unparliamentarily language or/and abusing language is used in RTI application then, warn in writing the applicant and give written information to Police.



17. When you have reasons to believe that the applicant is not identifiable then inform in writing to First Appellant Authority and CIC.
18. Residential address (Contact address with Post Box Number) of the applicant in the RTI application is mandatory.

**6. RTI Implementation in NFL – Issues that need attention:**

- a) As No “Negative list” (Issues pre-approved for non-disclosure under intimation to CIC) or disclosure policy has been framed till date at any unit/office/zone of NFL, applications are being dealt as per the provisions of the Right to Information Act, 2005 by concerned PIO's on own judgments.
- b) No third party RTI Audit through software in line with DoPT's OM No. 1/6/2011-IR Dt.07/11/2019 has been conducted by NFL.
- c) A system of proper Handing Over-Taking over, at the time of changeover of PIO's CPIO does not exist.
- d) Custodians of record, responsibilities are not well defined.
- e) No standard system of record keeping. It should be in-line with Provisions of Manual of Office Procedure (25) –Record Retention Schedule (C-1 to C-10) Available at Website [www.darpg.gov.in](http://www.darpg.gov.in)
- f) We have not placed maximum disclosable information of company over Company's website, which is public domain. Disclosable Information can be disclosed on website. Placing maximum updated information in public domain reduces work and liabilities under RTI Act.
- g) It is required to intimate laid down record retention policy of company to director general of Records –Govt. of India.
- h) After disposal of old records recently under special drive of housekeeping, it is necessary to keep the details of destroyed record along-with our Retention policy and approval of such disposal of Records. If any RTI application desires any information from such destroyed record then the same shall be replied/denied along with approval copy of destroyed record.
- i) After disposal of old record, it is necessary to keep Handing Over-Taking over statement of records accurately. Record section must be generated in each department indicating position/placement/ custody of running records.
- j) Uniform indexing number shall be followed Unit/Office wise in the company for Hard as well as soft records.
- k) Posting of APIO's with PIO's shall be ensured along with providing suitable training.





**Shri Y.K. Gautam**  
Manager (Vigilance), NFL

## Article - III

# PUBLIC INTEREST DISCLOSURE AND PROTECTION OF INFORMERS RESOLUTION 2004 (PIDPI)

## 1. INTRODUCTION

Citizens play an important role in protecting the democratic setup of the country. Citizens shall remain vigilant and must realize the power bestowed on them in a democracy. Every citizen of India is duty bound to be vigilant and to contribute towards good governance.

Citizens may come across corruption or misuse of office in the system. In such a situation, the citizens should be vigilant and submit the complaint or information without any hesitation or fear of victimization.

Citizen can lodge a complaint or provide information in the form of PIDPI without being worried of any harassment. The identity of the complainant / informer is kept secret.

Resolution ensures that harassment of any kind should not happen to the complainant / informer.

## 2. PROCEDURE

### I) PIDPI complaint may be filed against the employee of:

1. Central Government.
2. Central Public Sector Enterprises.
3. Public Sector banks.
4. Corporation established by or under any Central Act.
5. Government companies, societies or local authorities owned or controlled by the Central Government.

### II) Where to complain:

Complaint should be addressed to:

The Secretary, or CVO of concern Ministry/Department Central Vigilance Commission, Satarkta Bhavan, Block—A, GPO Complex, INA, New Delhi — 110 023.



### III) How to complain under PIDPI:

- » The complaint should be in a closed / secured envelope.
- » The envelope must be super-scribed as "PIDPI" or "Complaint under The Public Interest Disclosure".
- » The complainant should mention his/her name and address in the beginning or end of complaint or in an attached letter.
- » The name and address should NOT be mentioned on the envelope.
- » Complaints should be sent via post only.
- » Complaints received through emails, Complaint Management Portal of CVC or any other electronic medium will not be entertained.
- » The text of the complaint should be drafted so as not to give any details or clue of identity of complainant.
- » The details or content of the complaint should be specific and verifiable.
- » Complainant can also attach supporting documents, if available.

### IV) Procedure for handling complaints under PIDPI:

Complaints received under PIDPI Resolution are opened in the Confidential Section and separate file for each complaint is created after concealing the name and address of the complainant.

The complaints which have been addressed to other / several authorities are not treated as complaint under PIDPI Resolution and are forwarded by the Confidential Section to the section concerned of the Commission for taking necessary action.

Anonymous and Pseudonymous complaints received under PIDPI Resolution are also sent directly to the section concerned of the Commission for taking necessary action under Complaint Handling Policy of the Commission.

In respect of those complaints which are considered fit for processing under PIDPI Resolution, a letter is sent to the complainant to obtain

1. Confirmation as to whether he / she has made the complaint.
2. A certificate that he / she has not made similar / identical allegation of corruption / misuse of office to any other authorities to qualify as a Whistle Blower complainant.
3. Prescribed time limit for receiving the confirmation and the certificate from the Complainant is 30 days from the date of receipt of Commission's letter by the complainant.
4. In case of no response within the prescribed time limit, a reminder is issued, giving additional two weeks' time to the complainant for sending confirmation and the certificate to the Commission.
5. If there is still no response from the complainant, the complaint is sent to the Branch concerned of the

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Commission for necessary action under Complaint Handling Policy of the Commission.

6. After receiving necessary confirmation along with the certificate from the complainant, the complaint is placed before the Screening Committee for decision.
7. The Screening Committee is headed by the Secretary and the Additional Secretaries of the Commission are members. The Screening Committee examines all complaints and recommends complaints for Investigation and Report (I&R) / Necessary Action (NA) / Filing.
8. Screening Committee refers the complaint to the concerned Branch for further action. Complaints recommended for investigation and reports are sent to the concerned Branch for further action after approval of the Commission. The Commission, vide Office Order No. 4/2/09 dated 27.02.2009, has prescribed a period of one month from the date of receipt of reference of the Commission for submitting report to it.

### 3. THINGS TO BE AVOIDED

- » Anonymous/pseudonymous complaints should not be sent.
- » Generic content in complaint should be avoided. It should be Specific to the incident.
- » Complaint should not be for grievance redressal.
- » Complainant should not file same complaint with any other agency to avoid disclosure of his/her identification.
- » The complaint should not be motivated or vexatious with intention to harass anyone.
- » Complaint under PIDPI cannot be lodged against the employees of State Governments, Corporations established by State Governments.

To,  
The Secretary  
CVC, New Delhi



**RADHE SHYAM TIWARI**  
303, Sector 13, Noida (UP)  
Email: hello@sample.com  
Date: 04.09.2023



Sir,  
I, ~~Radhe Shyam Tiwari resident of 303, Sector 13, Noida, am proprietor of Tiwari fabricators~~ Sh. J.P.Mishra working as Manager in XYZ Bank of India which is a PSU bank, demanded 25000/- for passing my bills. Copy of bills submitted to referred Manager is attached herewith.....

Sincerely,  
*Signature*



Radhe Shyam Tiwari,  
303, Sector 13, Noida (UP)





#### 4. PROTECTION TO WHISTLE BLOWERS:

According to the PIDPI Resolution, following provisions have been made for protection of Whistle Blowers:

- » If any person is aggrieved by any action on the ground that he is being victimized due to the fact that he had filed a complaint or disclosure, he may file an application before the designated agency/designated Authority (CVC) seeking redress in the matter, who shall take such action as deemed fit. The Designated agency/Designated authority may give suitable directions to the concerned public servant or the public authority as the case may be.
- » Either on the application of the complainant, or on the basis of the information gathered, if the designated agency/designated authority is of the opinion that either the complainant or the witnesses need protection, the designated agency/designated authority shall issue appropriate directions to the concerned Government authorities.
- » In the event of the identity of the informant being disclosed inspite of the designated agency's/designated authority's directions to the contrary, the designated agency is authorized to initiate appropriate action as per extant regulations against the person or agency making such disclosure.
- » CVC, after receipt of representation(s) from Whistle Blowers about threat to their life, takes up the matter with the Ministry of Home Affairs, the Nodal Agency, to undertake the responsibility of providing security cover to the genuine Whistle Blowers.
- » As regards protection against victimization or harassment within the Department, the Commission forwards such complaints of Whistle Blowers to the CVO of the concerned organization for appropriate action.



**Sunil Sourabh**  
Deputy Manager (Vigilance),

## Article - IV

### SYSTEMS IMPROVEMENT SUGGESATIONS

The Vigilance Department in an organization is responsible for ensuring transparency, integrity, and compliance with ethical standards in various activities within the organization. Suggestions for system improvements is a part of preventive vigilance. In the course of work/scrutiny, Vigilance department provide the suggestions for system improvements for several reasons:

- 1. Preventing Corruption and Misconduct:** The primary goal of the Vigilance Department is to prevent corruption, misconduct, and unethical behaviour within the organization. By suggesting system improvements, they can identify and rectify weaknesses in existing processes that may facilitate such behaviour.
- 2. Enhancing Transparency:** System improvements can often lead to increased transparency in organizational processes. This transparency can act as a preventive to those who might consider engaging in unethical practices, as they know that their actions will be more easily detected and addressed.
- 3. Efficiency and Effectiveness:** Sometimes, system improvements suggested by the Vigilance Department can lead to more efficient and effective processes. By streamlining procedures, organizations can minimize the potential for irregularities and make operations smoother.
- 4. Compliance with Regulations:** In many cases, regulatory bodies or government agencies set standards for various aspects of an organization's operation. System improvements may be necessary to ensure that the organization complies with these regulations, reducing the risk of legal issues and penalties.
- 5. Continuous Improvement:** Many organizations have a culture of continuous improvement, where they constantly seek ways to enhance their processes and operations. Suggestions from the Vigilance Department can be seen as a valuable source of feedback for achieving this goal.

In summary, the Vigilance Department provides system improvement suggestions to ensure the organization's integrity, transparency, and compliance with ethical and legal standards. These suggestions are meant to prevent misconduct, enhance efficiency, and protect the organization's reputation while fostering a culture of continuous improvement.

Based on various observations made during scrutiny, investigation, and surprise checking, RFCL Vigilance department have been regularly making the system improvement suggestions. The suggestions given are



stated below: -

### **1. System improvement Suggestion in Indenting.**

During the scrutiny of Procurement file one item, it has been observed that, five times Indent has been raised in various quantity for same items within a month. whereas three times as an emergent and two times as a repeat order. It shown that fundamental lapses in the indenting/ tendering procedure laid down.

As observed above, vigilance department suggested that

- A. Indenter may mention the requisite information clearly indicating history of the same indent placed, justification etc. in the note sheet for obtaining the approval of Competent Authority.
- B. A quarterly report comprising of all details on emergent indent and status of consumption shall be submitted by HOD to Competent Authority.

### **2. System improvement Suggestion on fundamental tendering procedures for ARC:**

During the scrutiny of an ARC file of one contract, it has been observed that there is No reference to DOP/ Manual provision mentioned in whole process. Further, Tender Committee also not constituted as per manual provision and there are several irregularities in Tender Committee Minutes.

As observed above, vigilance department suggested that:

- A. Executing Department may be obtained the approval from Competent Authority by providing/quoting relevant guideline/clauses of DOP & manuals in the note sheet.
- B. Considering the value of contract, recommended that Committees may be constituted desirably as per the guideline of works manual/DOP as may be applicable from time to time.
- C. Tender Committee minutes to be issued diligently.

### **3. System improvement Suggestion in filing of "Immovable Property Returns."**

During the scrutiny of Immovable Property Returns, vigilance department noticed that only 91% compliances has been filed by the RFCL official. Further, it has been also observed that, few IPRs have not authorised /signed by respective controlling officer.

In this regard as recommended by CVC guideline, it is advice to secure 100 % compliance of filing IPRs.

### **4. System improvement Suggestion in process of "Scrap dumping & disposal related matter."**

During the inspection of RFCL Site by vigilance team, it has been observed that many unorganised, non-demarcated dumping locations and uncategorized scrap material embedded and cover under vegetation in unverifiable state in and around the plant premises.

At few locations fencing has been damaged, no presence of lights and unavailability of CCTV camera etc.

As observed above, vigilance department suggested that:

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- A. Clear demarcation of the scrap disposal area. / Clear categorization of scrap materials.
- B. Organizing one time scrap cleaning/retrieval drive followed by monthly exercise.
- C. Approximate estimation by the executing department for weight, type & value of each scrap item generated and retrieved from the project site.
- D. Sufficient illumination of light to be provided around the boundary wall.
- E. Predetermined guideline/SOP to be framed for scrap disposal and sensitizing to same to all the contractor.
- F. Installation of CCTV Cameras and ensuring the installed camera working condition etc.

## **5. System improvement Suggestion on “Time taken for processing of bills and release of payment to contractor and service provider.**

As per observation vigilance department suggested that,

- A. A dynamic checklist may be devised for submission of final and running account bills depending upon the nature of the contract highlighting expiration of bank guarantee towards PRS etc.
- B. Payment may be released to the contractor only after fulfilling the payment terms & conditions of the contract.

These suggestions can help the organizations to establish a strong preventive vigilance framework to deter unethical behaviour and protect their integrity.





**Shri Y.K. Gautam**  
 Manager (Vigilance), NFL

## Case Study - I

### A CASE STUDY ON COMPANY'S CSR ACTIVITIES

#### Overview:

Corporate Social Responsibility (CSR) initiatives & activities are taken up by the Company at the various locations in India, for the benefit of different segments of the society at large, specifically the deprived and underprivileged for welfare & sustainable development of the community, in and around its area of operations and other parts of the country.

CSR activities/projects are being undertaken with Annual CSR Corpus of 2% of average net profits made during the three immediately preceding financial years, by NFL in a systematic and methodical manner as per the DPE Guidelines /CSR Rules/ as per Section 135 of Companies Act 2013.

#### 1. How are CSR projects identified:

- » Need identification studies by the Company, professional institutions or agencies;
- » Receipt of proposals or requests from District Administration, local bodies, citizen's forums, etc.; or
- » Discussions and request with local representative / Civic bodies / Citizen Forums / voluntary organizations, Registered Trusts or Societies.

CSR activities are being undertaken in the area of Social Welfare, Sanitation, Promoting education, Promoting gender equality, Ensuring environmental sustainability and maintaining quality of soil, air etc. with reference to Schedule VII of Companies Act, 2013 and amendments thereof.

NFL is also spending CSR amount for creation or acquisition of Capital Asset, which shall be held by –

- » a company established under section 8 of the Act, or a Registered Public Trust or Registered Society, having charitable objects and CSR Registration Number under sub-rule (2) of rule 4; or
- » beneficiaries of the said CSR project, in the form of self-help groups, collectives, entities; or
- » a public authority:

#### 2. Decision Making Channel:

- » Proposals/Requests received from District Administration, local bodies, citizen's forums etc. are scrutinized at Unit/Office level along with identification of implementing agency who would execute the said project and sent to CSR Sub-Committee, CO Noida for consideration.
- » Below Board Level Sub Committee or CSR Sub Committee evaluate the projects/activities received

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from Units/Offices and submit recommendations to the Board level CSR Committee.

- » Board Level CSR Committee formulates and recommends to the Board a CSR annual action plan of the Company for the Financial Year including the amount of expenditure to be incurred on CSR programs, projects and activities.
- » Board of Directors, after taking into account the recommendations made by the CSR Committee, consider and approve the CSR policy, CSR Annual Action Plan etc. as it may consider appropriate.

### 3. Implementations of CSR Projects:

CSR activities are being implemented by NFL itself or through –

- » Entity established by the company itself or along with any other company – a company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80G of the Income Tax Act, 1961.
- » Entity established by the Central Government or State Government – a company established under section 8 of the Act, or a registered trust or a registered society.
- » Statutory bodies – any entity established under an Act of Parliament or a State legislature.
- » Other bodies – a company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80G of the Income Tax Act, 1961, and having an established track record of at least three years in undertaking similar activities

### 4. Some CSR Activities undertaken by NFL in 2020-2022

NFL has been and continues to be involved in meaningful welfare driven initiatives that distinctively impact the quality of life in society.

- a) Company undertook project for installation of 07 oxygen plants in Government Hospitals in the States of MP, UP, Punjab & Haryana at a cost of 271.13 lakh.



The company installed & commissioned 04 nos. Medical Oxygen Generator Plants at Bhopal, Lucknow, Gorakhpur & Indore to strengthen the Covid Care facilities

- b) Company provided Advance Life Support Ambulances in Govt. Medical Collage, Distt. Basti & Sultanpur (UP) at cost of approx. 56.00 lakh.
- c) Providing advance Life Support Ambulance in Sidharthnagar at a cost of 23 lakh.

#### 6. Review of CSR Projects by Vigilance department:

Vigilance department made surprise inspections at different locations to know the current status of some CSR projects:

##### A. Installation of RO with Water Cooler in two Govt. Schools at Noida:

02 Water Coolers with inbuilt purification system were procured in July 2019 with two-year additional warranty for installation in two Govt. Schools under CSR. Purchase was done through Committee at total expenditure of 1,85,560/- which includes Rs.37760/- for two-year additional warranty. Items were delivered at site in August 2019.

##### Observations:

- a) Water Coolers were purchased through a committee which was not as per Purchase Manual.
- b) Water Cooler which was installed in one school was found in locked condition. School Management was waiting for formal handing over of keys by NFL for their use.
- c) Water cooler installed in other school was also lying idle for long time due problem in water supply.
- d) No original/copy of warranty/guarantee papers have been handed over to School Management.
- e) Procurement of 02-year Additional warranty lapsed without any use.
- f) No proper records for handing over are available in the file.



##### B. Installation & commissioning of Solar lights in 15 villages located near NFL-Nangal Unit:

325 solar based MNRE approved Street Lights (18 watt) were purchased in March, 2020 at a total cost of Rs.52,70,265/-. The equipment had a 05-year warranty/guarantee for street light fixtures & battery and 18 months for PV module. Installation was done in the month of October 2020.

During surprise inspection in the month of August 2022 following were observed:

- a) Approx. 25 street lights were found to be non-functional.
- b) No original/copy of warranty/guarantee papers have been handed over to beneficiaries.

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- c) Although beneficiaries have no idea about warranty/ guarantee period, they approached NFL officials for repairing. Concerned officials of NFL approached executive agency for repairing/ replacement of non-working solar light fittings which outcome is not known.



### C. "Smart Classes" at Govt. Primary School, Bhanupli, Nangal:

Computer with UPS & printer, LED smart TV, RO System, Almirah, Projector, Chairs etc. were procured & distributed to Govt. Primary School, Bhanupli, Nangal to make "Smart classes" at approx. expenditure of Rs.4.06 lakh during the year 2020-2021.

During surprise inspection in the month of August 2022 following were observed:

- LED TV of 43 inch was not working since its installation due to damaged screen.
- No original/copy of warranty/guarantee papers have been handed over to beneficiaries.



### D. Distribution of Dual Desks & Ceiling fans in different Government Schools at Panipat Unit:

80 Ceiling fans and more than 700 desks were procured through Purchase Committee and provided to different Government Schools located nearby NFL Panipat Unit in year 2022. Warranty/Guarantee certificates for ceiling fans were handed over to School Management. However, no original/copy of relevant papers for desks have been handed over to beneficiaries.

### 7. Suggestions:

On the basis of scrutiny & surprise inspections it has been learnt that post installation repair & maintenance work is a concern for the beneficiaries and due to communication gap about post installation maintenance, AMC, Warranty & Guarantee, actual benefit of any CSR activity does not sustain in long term.

For effective implementation of CSR schemes following are suggested:

- Efforts should be made to purchase items through GeM Portal to promote transparency.
- Proper hand over / take over should be there & records should be placed in concerned files.
- CSR department/section should mandatorily hand over original/copy of bills & guarantee/warranty certificates to beneficiaries.
- Beneficiaries should be well informed/guided about product, post installation maintenance, warranty/guarantee of product and procedure to avail benefit of AMC/warranty/guarantee.
- Feedback from beneficiaries may be taken at appropriate intervals of time to ensure effective implementation of CSR activity.





**Sunil Sourabh**

Deputy Manager (Vigilance),

## Case Study - II

# IRREGULARITIES / LAPSES IN FUNDAMENTAL TENDERING PROCEDURES: A CASE STUDY ON ARC FOR BAGGING & LOADING OF UREA IN WAGON & TRUCK

### Brief of the Case:

Production department of RFCL unit initiated the note for in-principal approval of Site Incharge for lineup of Annual Rate Contract for bagging & loading of Urea in Wagons & Trucks for one year through open tender basis. Subsequently, Contract awarded to M/s XYZ.

### Observations:

#### 1. In-Principal Approval:

Site Incharge has accorded the in principal approval with estimation of Rs. XX Crores. However, executing department not mentioned the DOP /Manual clauses while seeking in-principal approval.

#### 2. Lack of Clarity on applicability of works/purchase manuals:

It has been observed that, there is no clarity pertaining to type of manual to be followed and applied while processing this ARC which may attributed to the absence of basic details such as type of Annual Rate Contract (Works ARC/Purchase ARC).

#### 3. NIT Approval & Approval of Price Bid Opening:

No reference of DOP / manual quoted by executing department while forwarding the file to CO for issuance of NIT. Further approval of CA was accorded for issuance of NIT while no reference was made to DOP by executing department. Similarly, CA has accorded approval for opening of price bid without any reference made to DOP by executing department. However, DOP prevailing at that point of time does not indicate any such provision pertaining to the approval of CA.

#### 4. Constitution of Tender Committee/Negotiation Committee:

In Tender Committee:

- There was no representation from HR department.
- Designation level of F&A dept also not as per clause no. 10.01 of works manual.
- Representative of RFCL Site has been nominated after obtaining the approval of CA.
- There were no manuals referred in the note sheet by the concerned department while seeking accordance of approval for constituting Tender Committee/Negotiation Committee.

#### 5. Recommendations of Tender Committee/Negotiation Committee:

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- a. It has been observed that file have multiple copies of minutes of meeting placed. However, the MOM copies of various meetings held were not attested appropriately.
- b. In a case, one TC member have not signed on the MOM.
- c. In a case, one TC member has given the consent vide mail without any specification indicating to the TC meeting date etc., which was not regularized.

### **6. Award of Contract:**

CA has accorded approval for award of Work Order to M/s XYZ vide email. However, approval issued by CA vide mail has not been regularized.

The case highlights that, fundamental procedures for tendering such as taking approval of CA as per relevant manual and DOP, formation of Tender Committee / Negotiation Committee as per manual/DOP and recording the proceedings of the TC MOM diligently were not followed.

### **Vigilance Finding:**

- A.** No reference to DOP/ Manual provision in whole process.
- B.** Constitution of Tender Committee not as per Manual provision on following issues:
  - a. The levels of members of Tender Committee
  - b. Forming of multiple tender committee
  - c. No representation from HR department
- C.** Irregularities in Tender Committee Minutes.

### **Recommendation:**

- A. Executing Department should obtain the approval from CA by providing/quoting relevant guideline/ clauses of DOP & manuals in the note sheet.
- B. Considering the value of contract, recommended that Committees may be constituted as per the guideline of works manual/DOP as may be applicable from time to time.
- C. Tender Committee minutes to be issued diligently.





**Devinder Kumar**  
Officer-Vigilance (NFL)

## Case Study - III

### LAPSES IN FUNDAMENTAL TENDERING PROCEDURES: “A CASE STUDY OF PROCUREMENT OF OFFICE FURNITURE”

#### 1. Introduction:

One of the NFL units raised the requirement to procure office furniture such as conference tables, work stations & Chairs as per following details:

- (A) Indent dated 22.11.2018 for:
  - (i) 106 revolving Chairs (with no specific make and having generalized specifications) with estimated value as ₹ 9,22,200/-
- (B) Indent Dated 30.11.2019 for:
  - (i) 15 work stations- Godrej or equivalent make,
  - (ii) 1 Conference Table- Godrej or equivalent make,
  - (iii) 36 revolving Chairs -Godrej or equivalent make (Total estimated value as ₹ 11,86,372/-)
- (C) Indent dated 19.12.2019 for:
  - (i) 135 Godrej or equivalent makes Revolving Chair
  - (ii) 50 Godrej or equivalent makes Visitor Chairs (Estimated value as ₹ 17,87,000/-)



# CASE STUDIES

This case study pertains to the lapses in fundamental indenting & tendering procedures as seen in the process of the above mentioned indents.

## 2.0 Facts of the case:

2.1 The following anomalies were seen in this case:

- (i) Procurement against specifications that were not approved by the competent authority
- (ii) Inconsistent and arbitrary approach in tender evaluation
- (iii) Inconsistent and arbitrary approach in selection of vendors
- (iv) Acceptance of sub-standard material &
- (v) Acceptance of material without compliance of the required certificates as per contract documents.

2.2 While raising the requirement of 106 revolving chair as per indent at Sr. No.1(A), the indent was silent on

- (i) Basis of arrival at estimated value,
- (ii) Desired make of items,
- (iii) Quality certification standard of item,
- (iv) Warranty, &
- (v) Relevant quality/test certificates/documents.

2.3 The procurement process was initiated through GeM Portal (Government e-portal) against which 59 offers were received & 19 offers were technically accepted by user deptt. However, after opening of Price Bids & emerging of the status of the Lowest offer ( Lloyd make ), the user deptt. rejected the offers on frivolous grounds such as :

- (i) non availability of outlet of Lloyd makes chairs in nearby vicinity to ascertain quality and
- (ii) Not expecting life of chairs for 5 years and more (requirement of Guarantee was not asked in indent and the life expectancy was assumed without any basis).

2.4 Later on, the specifications of the chairs was changed

- (i) From Revolving to non-revolving chair
- (ii) Specific make of Godrej was introduced, arbitrarily, without following the due procedure and approval of competent authority.

2.5 The procurement was re-initiated on GeM Portal against which 23 offers were received & out of which 21 offers were technically accepted by indenter. At this stage i.e. after receipt of offer, the post facto approval from competent authority was processed by user Deptt for

- (i) Change in specifications,
- (ii) Approval for specific make against initial generalized make &
- (iii) Change in estimated value after revision in specifications.

**The due approval from competent authority for the same was not received and the case was not finalised at this stage.**



- 2.6** While raising the requirement as per indent above at Sr.1 (B); the Indent was silent on
- (I) Basis of arrival of estimated value,
  - (ii) Quality certification standard of item,
  - (iii) Warranty, &
  - (iv) Relevant quality/test certificates/documents.
- 2.7** The availability of desired specifications was explored on GeM and specifications for Work Stations & Conference Table was finalized for DURIAN make, and Revolving Chair for Godrej or equivalent make.
- 2.8** It was recommended that requirement may be clubbed for Indent 1 (B) & 1 (C) and combined procurement was initiated on GeM.
- (a) The Bids received on GeM Portal were as follows:
- (I) 14 offers received for High Back Revolving Chair
  - (ii) 19 offers received for Mid Back revolving chair
  - (iii) 18 offers received for office Visiting Chair
- 2.9** After receipt of the bids through GeM, the entire offers received were rejected on frivolous grounds such as:
- (i) Being non-reputed brands, It was stated that bidder had copy-pasted the specifications of NIT and photographs of items were mismatching with the technical specifications offered by the parties.
  - (ii) Most of the parties are manufacturing locally
- 2.10** The user Deptt. gave recommendation to purchase items /chairs through local Purchase Committee.
- 2.11** Later on it was decided, to combine all the 3 Indents {1(A), 1(B) & 1 (C)} and calling of NIT for 04 make only i.e. (i) M/s Godrej, (ii) M/s Durian, (iii) M/s Wipro & (iv) M/s Methodex
- 2.12** It was decided to issue LTE & bids were invited through e tendering (instead of GeM procurement) for selected brands with the re-revised specifications (additional clauses like AIOTA certifications which was not in original requirement were added). The specifications were revised without the approval of competent authority). Moreover, at this stage an additional vendor was added without due diligence of establishing the credentials and without approval of competent authority.
- 2.13** At the stage of tender evaluation, other lapses were noticed as follows:
- (I) Offer of one bidder was rejected & price bid not opened due to lack of AIOTA certification.
  - (ii) At the same time another bidder (who was added without due diligence) also having no valid AIOTA certification as per NIT, was technically accepted. After opening the price bids, this bidder emerged as lowest bidder & accordingly Order was placed.
  - (iii) Initially, offers received through GeM were not considered due to frivolous reasons as mentioned in Para 2.3 & 2.9 above. Later, during e-tendering on Limited Tender Basis, the Selected bidders had only given a consent to the NFL's specifications and not mentioned the Model of quoted item (As per NIT requirement, it was required). The successful bidder had submitted the catalogue with

# CASE STUDIES

photographs which has no reference to the model of offered items.

However, such deviations were ignored at this stage and order was placed.

**2.14** Total order was split between 02 suppliers (i) M/s Durian Industries Limited Ludhiana for ₹ 6,23,261/- for Executive Chairs & conference table /-; (ii) M/s Methodex System Private Limited Chandigarh for ₹ 20,30,976/- for Work Stations.

**2.15** PO was issued without any clear criteria for Guarantee/Inspection procedure being laid down.

**2.16** 50 Visitor chairs were supplied without any brand name as noted in the Material Inspection notes. Later all the chairs were accepted after the supplier stapled cloth tags on the chair).

There was clear lack of due diligence in acceptance of material.



### 3.0 Recommendations and Action taken:

**3.1** Concerned NFL officials were issued advisories by the Competent Authority for the following lapses:

- (i) Approval was not taken for revision in the specifications and inclusion of additional Terms & conditions for Guarantees, quality Assurance Like AIOTA etc from the competent authority
- (ii) Inconsistent evaluation methods & arbitrary approach were followed. Offers from GeM were rejected on Flimsy grounds, such as Offers of the
  - (a) bidders being copy pasted from the specifications
  - (b) offers of not known and not reputed brands ,
  - (c) No experience of the offered brands ( e.g. Llyod brand that was technically acceptable was later on rejected)
- (iii) Whereas, later during LTE purchase, offers from all the bidders including new Methodex Brand were accepted, wherein they also had given a blanket acceptance of NIT specifications and had not even quoted the product model numbers (which was a requirement of NIT).
- (iv) A new vendor, Methodex was included in the LTE panel without giving any justification for its inclusion to the list of regular brands for which prior experience was available (Brands such as Godrej, Wipro or Durian)
- (v) Lack of diligence in inspection of material. One item was rejected for not having Brand tag and later was



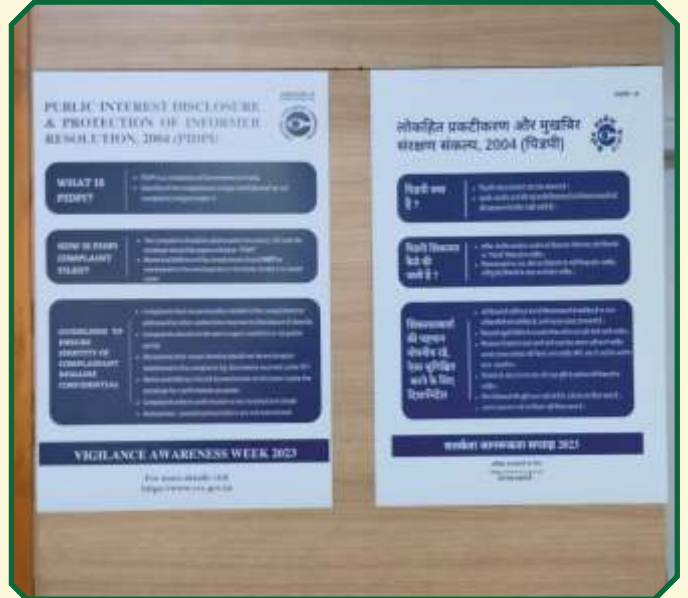
- accepted. Material was also accepted without the required documents such as Test certificates required as per T & C of Purchase Order.
- (vi) Inconsistent and arbitrary approach in evaluation of the tenders. Having a valid certificate of AIOTA by the bidders was a prerequisite condition for the eligibility as per the NIT. However, during tender evaluation by the TC, the offer of M/s Methodex was accepted even though the party didn't possess a valid AIOTA certificate on date of tender opening or during the course of tender evaluation. At the same time the offer of another bidder M/s Tiger Synergies Pvt. Ltd. (for Wipro Brand) was rejected since it didn't fulfil the requirement of AIOTA certificate. The said inconsistency in Tender evaluation is considered as an irregularity since it appeared to be unduly favouring a party.
- (vii) Lack of diligence in inspection of material. One item was rejected for not having brand Tag and was later accepted. Material was also accepted without the required documents such as Test Certificates required ad per T & C of Purchase Order.
- 3.2** It is to be noted that NFL has a standardization policy in its Purchase Manual which specifies that "standardization of product can be for more than one make of comparable quality out of many makes available."

While, recommending the specific make in this case the effort for standardization was not taken by deptt while at the same time the standardization approval was taken on 04.02.2017 by all the other deptt. like Mechanical/Electrical/Instrumentation/Lab Items/ Safety Items. Exercise for standardization of Furniture was not done/not initiated in instant case even in the fresh standardization process started in 3.02.2019, while indents were of later dates (Standardization of various items was approved on 06.06.2019).



## 3 Months Special Vigilance Awareness Campaign & Capacity Building Program

### » Awareness Building on PIDPI Resolution:



*Poster & Standee on the provision on PIDPI, displayed at various location of Corporate & Site Offices*

### » Cartoon /Poster Drawing Competition:

In a resounding commitment to fostering a corruption-free society, during Vigilance Awareness Campaign, RFCL C.O. & Site organized a drawing competition for its employees & Family members, centering around the theme "Say No to Corruption, Commit to the Nation." This innovative initiative aimed to harness the power of art to raise awareness, inspire change, and promote a collective pledge against corruption.

The primary objective was to encourage participants to visually articulate their stance against corruption and to inspire a commitment to building a better, more transparent nation. Employees & Family members eagerly embraced the challenge, infusing their artwork with passion and purpose.



*Cartoon & Drawing activity organised at RFCL CO on 22.09.2023*



*Cartoon & Drawing activity organised at RFCL Site on 23.09.2023*



### » SLOGAN Competition:

In an inspiring endeavor to galvanize collective action against corruption, RFCL C.O. & Site organized a spirited slogan competition for its employees & Family members, revolving around the resonant theme. This event served as a beacon for creative minds to articulate powerful, succinct messages that would echo the company's commitment to integrity and national betterment. The competition became a platform for employees to express their dedication to building a nation free from the corrosive effects of corruption.



*SLOGAN Writing activity organized on 29.09.2023 at RFCL, C.O.*



*SLOGAN Writing activity organized on 30.09.2023 at RFCL, Site*

### » Training program on Public Procurement & Systems & Procedures of the Organisation:



*Training /Awareness imparted to RFCL Site Employees on 14.10.2023 on 'Public Procurement & Systems & Procedure of the Organisation; Faculty from NFL: Shri Kumar Gautam, Manager(Vig.) & Shri Manish Yadav, A.M.(Vig.)*

### » Promoting Vigilance Awareness among Farmers of Telangana

In our ongoing efforts to promote vigilance awareness, RFCL Site conducted a dedicated session for local farmers on 19.10.2023 in coordination with NFL. The session aimed to educate and empower them with the knowledge and tools to enhance vigilance, ultimately leading to a more transparent and ethical agricultural community.

**3 Months Special Vigilance Awareness Campaign & Capacity Building Program**



*Snaps of Vigilance Awareness Session to the Farmers organized at Jagtiyal, Telangana*

» **Training on Preventive Vigilance Organised at RFCL, Site**

Two days Training on “Preventive Vigilance” was organized for the employees of RFCL site on 26th & 27th of October 2023 as part of “Vigilance Awareness Campaign”. Preventive Vigilance training is crucial for fostering a culture of transparency and accountability of the organization.



*Two Days Training to RFCL Site Employees on “Preventive Vigilance, Faculty Shri S. Govardhan Rao from IISTD*

» **Essay and Drawing Competition Organised at Sri Chaitnya High School, Ramagundam**

An Essay and Drawing competition were organized on 28.10.2023 during Vigilance Awareness Campaign at Sri Chaintanya High School, Ramagundam to raise awareness to students about the importance of rejecting corruption and fostering commitment to our Nation. The competition aimed to encourage students to express their thoughts on saying no to corruption and committing to the nation. By participating, students gained a better understanding of the detrimental effects of corruption and its impact on society.



*Essay & Drawing Activities organised at Sri Chaitnya High School, Ramagundam Plant Site*



*VAW-2023 Integrity Pledge Ceremony administered by Shri. Yogesh Kumar, Chief Financial Officer at RFCL CO, NOIDA*



*VAW-2023 Integrity Pledge Ceremony administered by Shri. S.K. Jha, CGM (Project) I/c at RFCL Project Site, Ramagundam*

### » Seminar / Talk on Cyber Security & Hygiene:

During VAW-2023, Talk/Seminar on Cyber Security & Hygiene conducted by Sri Madhukar kr. Bhagat, IRS at RFCL, CO. through VC on 30.10.2023. Seminar / Workshop on Cyber Hygiene, Mobile Safety & PIDPI was also conducted on 01.11.2023 for RFCL, Corporate Office employees by NFL & RFCL Vigilance Official.



*Training / Awareness Session on Cyber Hygiene & Safety organised through VC on 30.10.2023 at RFCL, C.O., Faculty: Shri Madhukar Kr. Bhagat, IRS*



*Seminar/ Talk on "Cyber Hygiene, Mobile Safety & PIDPI imparted to RFCL C.O., Employees on 01.10.2023 by NFL & RFCL Vigilance Official,*

## Activities During Vigilance Awareness Week-2023

### » CROSSWORD Competitions:



*Glimpse of Crossword Competition Organized at RFCL, C.O. Office & Site Office on 01.11.2023*

### » Video & Jingle Screening on Vigilance Awareness:



*Empowering Employees with Preventive Vigilance Awareness through Video & Jingle at RFCL Corporate Office & Site*

### » Walkathon Rally



*Walkathon rally was organised at RFCL Site on 02.11.2023 as a symbolic step towards creating a more vigilant and corruption free environment. As we took these steps together, we symbolize our commitment to maintaining the highest standards of integrity in our personal and professional lives.*

» Workshop / Seminar on "Preventive Vigilance - Focus on Vulnerable Areas



*Seminar on Preventive Vigilance administered by Shri L M Pandey, CVO-RFCL on 19.05.2023 at RFCL, C.O.*

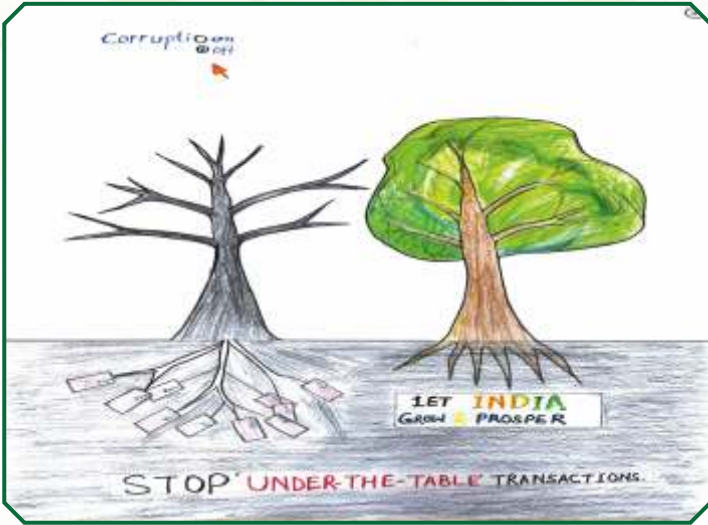


*RFCL Site Employees attended the Seminar on Preventive Vigilance through V.C. on 19.05.2023 at RFCL, Site*



*RFCL Site Employees attended Two Days Training Program on Preventive Vigilance organized on 17<sup>th</sup> & 18<sup>th</sup> July 2023 by Faculty Shri Ram Prakash Sejwal from IISTD, Delhi.*

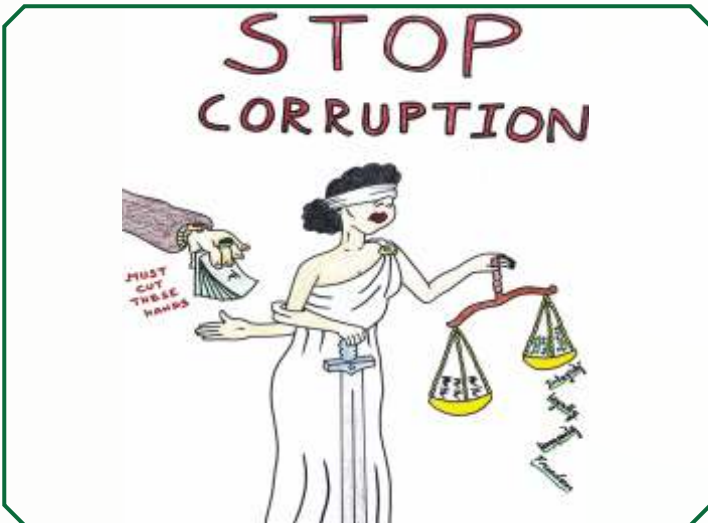
**Award Winning Poster Drawing**



**1st Prize**  
Sh. Rajesh Maurya, Manager (Mech.)



**2nd Prize**  
Ms. Vishakha Babra, Asstt. (HR)



**3rd Prize**  
Smt. Sakshi W/o Sh. Prashant Chaudhary Manager,(HR)



**Consolation Prize**  
Arsh Aggarwal S/o Pratibha Aggarwal



**Consolation Prize**  
Sonakshi D/o Shobhit Kulshrestha



**Consolation Prize**  
Ms. Sujata Chandra Office Asstt. (Law)



**Award Winning Slogan Writing**

भ्रष्टाचार मुक्त राष्ट्र बनाएंगे  
तभी तो  
देश को 2047 में विकसित  
राष्ट्र बनाएंगे।  
विश्व में भारत को जगह है  
चाहिए  
क्योंकि  
प्रत्येक नागरिक को चाहा है  
राष्ट्र के प्रति समर्पण।  
Name - Vikas Pant

1st Prize  
Sh. Vikas Pant, Asstt. Manager (F&A)

1) जहाँ - जहाँ होगा कष्टाचार,  
लोकतंत्र पर होगा कड़ा प्रहार।  
2) कष्टाचार है विधारी,  
इंसान को हर कष्टाचारी।  
SHASHI PRAKASH  
SM (C&P)

2nd Prize  
Sh. Shashi Prakash, Sr. Manager (C&P)

भ्रष्टाचार एक विधारी है  
इसका श्लाघ सत्य और ईमानदारी है  
आओ मिलकर भ्रष्टाचार विधारी  
देश को अपने सुगमाल बनाएँ।  
(Seema Bano)

3rd Prize  
Ms. Seema Bano, Secretary (Vig.)

SLOGAN WRITING  
TO FIND A GOOD PLACE TO SURVIVE;  
GAY NO TO BRIBE;  
Bharti

Consolation Prize  
Ms. Bharti Singh, (Receptionist)

**Award Winning Poem Writing**

सूख से पृथ्वी भी है।  
सक दिन ये स्थान आया।  
बेहिसान है तु।  
क्या तुझे ये सबाल आया।  
चंद्र देसे ले आया।  
वेचा ईमान तुने।  
जरा भी तुझे।  
कभी मलाल आया।  
जब हुआ तेरा अपमान।  
नजरे ले झुकी होगी।  
कितनी शिष्टता कितनी धुआ है तुने।  
सब थाक ले की होगी।  
मत कर भ्रष्टाचार विधाय तेरी होगी।  
जीत तेरी होगी, फल की जिदगी तेरी होगी।  
सुधीर शर्मा  
50433  
ग्रुप एवं सचिवा (C&P)

1st Prize  
Sh. Sudhir Sharma, Sr. Manager (Material)

भारत के जण हैं हम, जगदंत भी लौरी।  
आगे वंदे स्वराज्य के करो हैं कभी ॥  
एक राष्ट्र हमारा अस्तित्व के दाने जोहरे से कर्मों हैं...  
भ्रष्टाचार और शोषण के पथ से इतना बच कर्मों हैं??  
जब जण ही मुक्त हो जायेगा...  
जगदंत क्या स्वातंत्र्य दवा पायेगा ॥  
भ्रष्टाचार भी जडे हैं लक्षक, अस्विक्र अंत नहीं  
बदलाव है अस्वीकृत, सत्ता है वहीं जोरक शक्ति नहीं ॥  
भारत की भयना कठिन ही नहीं  
पर हर क्षण को अपना नर्तक विभागा है।  
कार्य पर पट्टा देते इन बीरों के  
नियंत्रण की नार्थक बनाना है ॥  
भ्रष्टाचार कल्प ही जा बडे, जेमा  
प्रभावशाली दौर अब लाना है।  
सब संभव हैं पुत्र भिन्नता से  
संभोगे जब कर्म के साथ...  
बदलाव से सिर्फ ले ही पट्टा है...  
सक हैं और सक आप  
सक हैं और सक आप ॥  
- पुजा मिश्र  
सहायक अध्यक्ष (ग.सं.)

2nd Prize  
Ms. Pooja Mittal, AGM (HR)

**Award Winning Poem Writing**

आइये एक नई युवावन कृति है  
 संवत्कार की गिरनी का एक नया प्रण करते हैं।  
 देश को सशक्त बनाकर जंपा पुनर्निर्माण करते हैं।  
 संवत्कार के अतिक्रम-पेटी है  
 ज जिन दिग्गजों को ही है।  
 संवत्कारों संवत्कार है यहाँ है  
 हर आदमी को जितने जितने है।  
 संकाल प्रिया का है या काल का  
 दिवसों संकाल या पानी का  
 हर नाम के संवत्कार दिवस है  
 जैद कर्मों के जमान दिवस है  
 जीवितों के अर्थों का अमान दिवस है  
 हर-जिंदगी में सिर्फ नाम दिवस है।  
 मोक्षिक नौ कदम सिर्फ है अर्थों की  
 इतिहास की एक नई है अर्थों की।  
 विजित नदियों के संकाल है अर्थों की  
 संवत्कारों के अर्थों के अर्थों की  
 आइये किलर अर्थों की है अर्थों के  
 संवत्कारों के अर्थों के अर्थों के है।

राज,  
 21 जून 2024  
 सीईओ ऑफिस

**3rd Prize**  
 Sh. Rajesh Kumar CEO, Secretary

" Say No to Corruption, Commit to the Nation"

अजिबारे में, संशकद में,  
 कल कष्ट में, बीच बाद में,  
 बोद धृणा में, पूत बाद में,  
 क्षणिक जीत में, दीर्घ हार में,  
 जीवन के शत-शत आकर्षक,  
 अर्थों को दलना है।  
 श्रृष्टा-वाद स्वतंत्र कद  
 कदम गिराकर स्वतंत्र होगा।

Deepak Srivastava  
 (IT Department)

**Consolation Prize**  
 Sh. Deepak, Sr. Engineer IT

**Award Winning SLOGAN of RFCL Site Employees**

**Slogan Writing in "TELUGU"**

అవినీతికి వ్యతిరేకంగా పోరాడండి దేశాన్ని సురక్షితంగా మార్చండి

**Mr. T. Santhosh**  
 Materials Dept.

అవినీతిని ప్రాలంబించడం ద్వారా దేశ నిర్మాణానికి సహాయ పడండి

**Mr. A. Bharath Kumar**  
 Asst. Manager (Civil)

నీతి లేని దేశం తావిలేని పువ్వు వంటిది

**Ms. Chinni Sree Vidya**  
 Materials Dept.

అవినీతి ఒక మంచు బంతి లాంటిది అది ఒక్కసారి దొరలడం మొదలైతే అది అలా పెరుగుతుంది అలాగే అవినీతి ప్రాథమిక దశలోనే అరికట్టాలి లేదంటే అది పర్వతంలో ఎదుగుతుంది

**Mr. Vamshi Krishna. K**  
 Officer (Welfare)

**Slogan Writing in "ENGLISH"**

Reject Corruption's Temptation,  
 Embrace Nation's Regeneration

**Mr. Arpit Das, Officer (HR)**

Corruption; Silence It, Erase It, Kill It.

**Mr. Anshuman Samnata, Dy. Mgr. (Civil)**

This Country Has Enough to Satisfy Your Needs.  
 But The Country Cannot Satisfy Your Greed's.

**Mr. Mohammed Alam, Sr. Mgr. (Prod.)**

**Slogan Writing in "HINDI"**

हम सबकी यही पुकार, जड़ से खतम हो भ्रष्टाचार,  
 मेरा भी है यही विचार !

**Mr. Rampukar Yadav, Store Asstt.**

भ्रष्टाचार का हो पूर्ण विराम,  
 सशक्त भारत का नित्य संग्राम।

**Mr. Arpit Das, Officer (HR)**

उठ सोचो एक अलख जगाये,  
 भ्रष्टाचार मुक्त देश बनाने की कसम खाये।

**Mr. Ritesh Kumar Thakur, Asstt. Mgr. (Mtls.)**

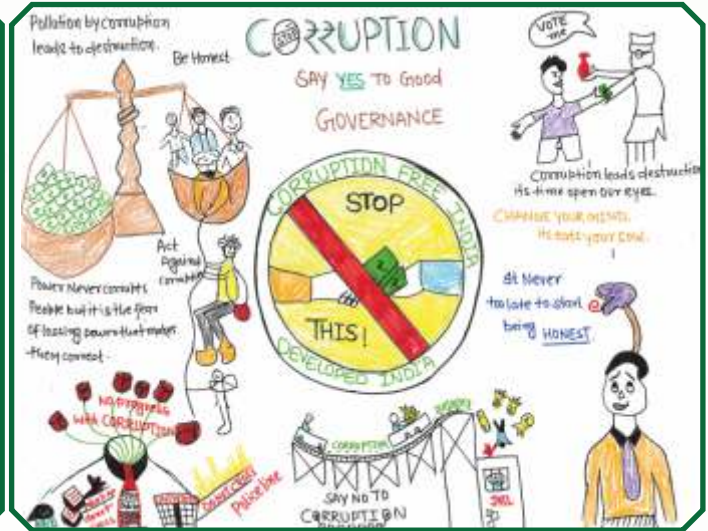


Award Winning Posters & Drawings

Employees



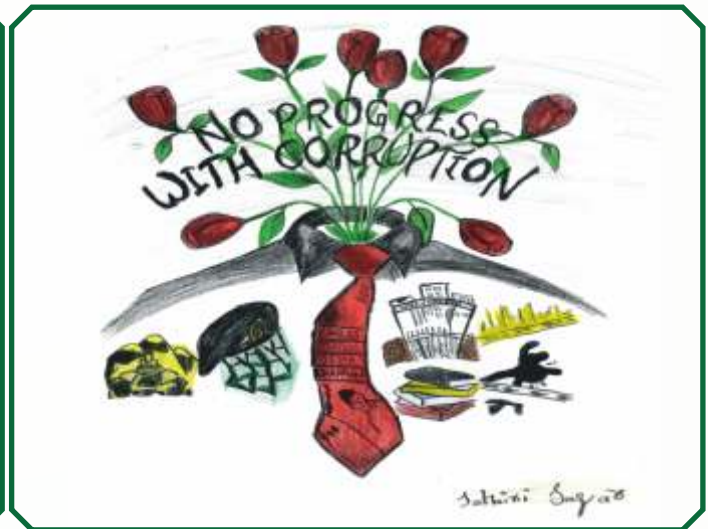
1st Prize: Mr. Natra Krishna Murthi, Dy. Mgr (Prod.)



2nd Prize: Ms. Malka Praveena, JEA (Prod.)



3rd Prize: Mr. Vikas Dikshit, Manager (Mtls.)



Consolation Prize: Mr. Sathiri Sagar, Dispatch Clerk

Family Members



1st Prize: Mrs. Barnali Paul, W/o Mr. Raju Paul, Asst. Manager (Mech)



2nd Prize: Mrs. Alpana Patil, W/o Mr. Abhishek Patil, Asst. Manager-Vig.

Award Winning Posters & Drawings

Family Members



3rd Prize: Mrs. K. Shravani  
W/o Mr. Ramakanth. R, Asst. Manager (Mtls.)



Consolation Prize: Mrs. Deepali,  
W/o Mr. Janardhan B., Manager (F&A)

Employee's Children



1st Prize: Parth Dikshit  
S/o Mr. Vikas Dikshit, Manager (Materials)



2nd Prize: Avika Patil  
D/o Mr. Abhishek Patil, Asst. Manager (Vig.)



3rd Prize: Meenakshara  
D/o Mr. Janardhan B., Manager (F&A)



Consolation Prize: U. Varudhini  
D/o Mr. U Nagavamshi, Dy. Manager (HR)



**Award Winning Poem Writing**

In the heart of a nation, where dreams should soar, lies a cancerous shadow, a stain we abhor, A vice called corruption, a plague so profound, it gnaws at the roots, tears the fabric unwound.  
Say no to corruption, let the anthem resound, For the soul of a nation, in its depths, is found, In the hearts of its people, the brave and the true, the torchbearers of justice, in all that they do.  
In the fields where the toil of the honest is sown, their sweat and their tears in the harvest is known, Say no to corruption, let the harvest be pure, for the nation's survival, for its future, ensure.  
Say no to corruption; commit to the nation, in unity, we'll rise, in determination, with honour, we'll pave the way to salvation, for a land free from vice, a noble foundation.

Title - A Nation's Commitment II

In our land, we stand as one,  
choosing what's right, not what's done  
No excuses, no lies, our mission is clear,  
Honesty's path, we hold it dear.  
For our country's sake, we take a stand,  
with clean hands, we shape our land.  
Together we fight, in determination,  
Say no to corruption, Commit to the nation.

— \* —

**1st Prize**  
Sh. Arpit Das, Officer (HR)

**2nd Prize**  
Sh. Ritesh Kumar Thakur, Asst. Manager (Matls.)

**"भ्रष्टाचार से सदा दूर: देश के समर्थन में"**

भ्रष्टाचार का हम विरोध करें,  
देश के लिए हम समर्पण धरें।  
सत्य और ईमानदारी की राह पर चलें,  
भारत को ऊँचाइयों पर पहुंचाएं।  
हर दिन, हर पल, यह वचन निभाएं,  
भ्रष्टाचार से हम सदा दूर रहें।  
साथ मिलकर, हर संकल्प पूरा करें,  
देश को मजबूती से सजाएं और सुशासन फैलाएं।

भ्रष्टाचार को बोले "ना" II

जहाँ-जहाँ होगा भ्रष्टाचार  
अभ्युत्थान पर होगा कड़ा प्रहार।  
देश को तीन मिलियन इकोनोमी बनाना है,  
तो भ्रष्टाचार को 'ना' बोलना है।  
हमने मिलकर ठाना है,  
भ्रष्टाचार के खिलाफ अभियान चलाना है।  
देश का नागरिक बोले यही जुबान,  
भ्रष्टाचार का मिटे नामो-निशान।  
भ्रष्टाचार को मिटाना है,  
हमको देश बचाना है।  
'ना' बोले हर भ्रष्टाचार को,  
'ना' बोले इस भ्रष्टाचार को।

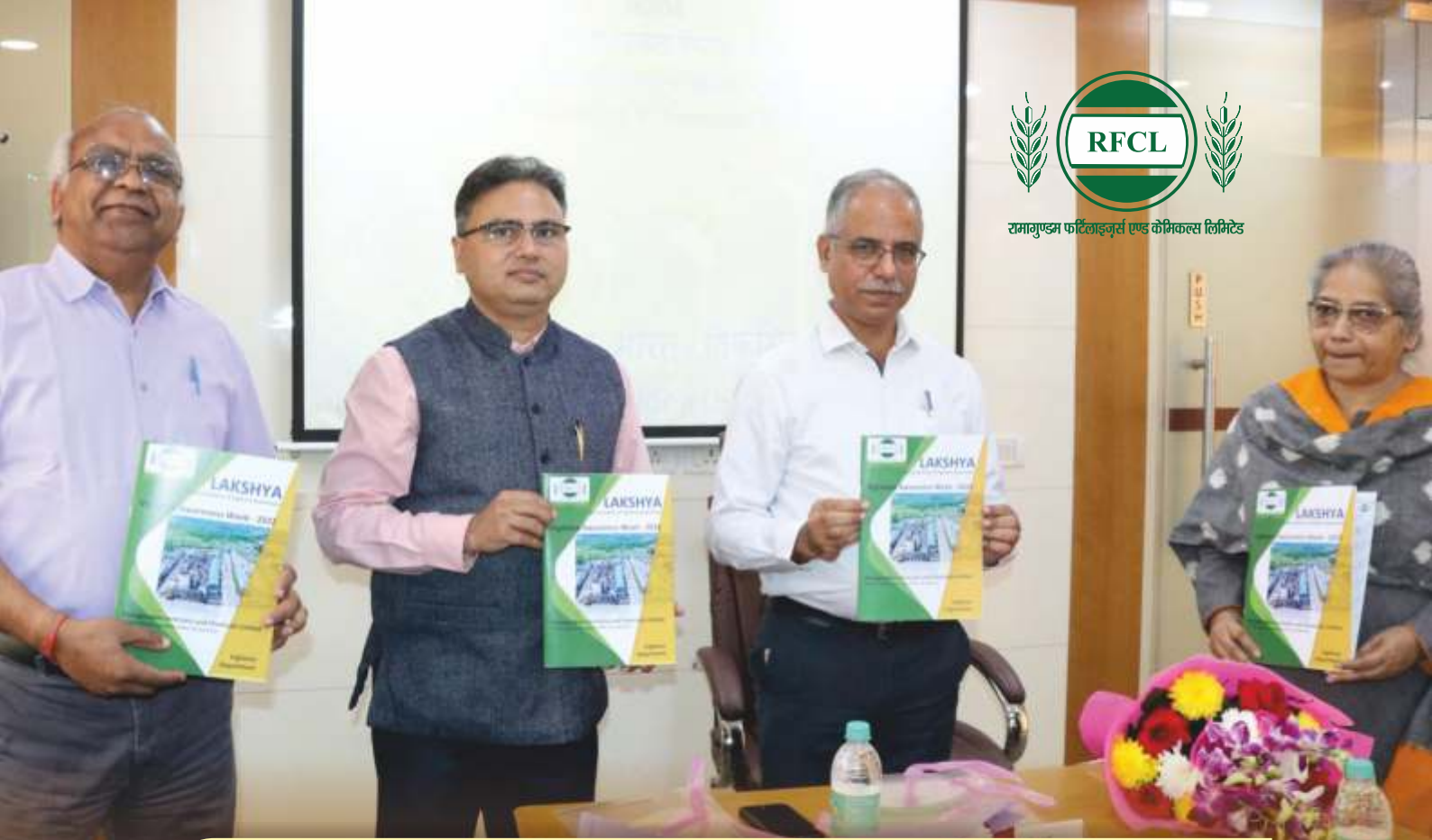
— सत्यवादी —  
विकास-दीक्षित  
प्रबंधक (समग्री) बंधार  
RFCL-574  
E.No. - 50321

**1st Prize Hindi**  
Sh. Rampukar Yadav, Stores Asst.

**2nd Prize Hindi**  
Sh. Vikas Dikshit, Manager (Matls.)



रामगुंडम फर्टिलाइजर्स एंड केमिकल्स लिमिटेड



## Releasing of Vigilance Bulletin "**LAKSHYA**" During VAW-2022



### **Ramagundam Fertilizers and Chemicals Limited**

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Noida, Uttar Pradesh – 201 301.

Plant Office: Fertilizer's City, Ramagundam, Peddapalli (Dist.),  
Telangana-505210.

To register your complaints: Email: [cvo@rfcl.co.in](mailto:cvo@rfcl.co.in)