

650-2678042

F.No.13-328/2023-Vig
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
[VIGILANCE CELL]

Ansari Nagar, New Delhi-110029

Dated:

OFFICE MEMORANDUM

18 SEP 2026

Subject: Observance of Vigilance Awareness Week during the year, 2026 (26th October 2026 to 1st November, 2026).

The Central Vigilance Commission (CVC) vide their Circular No.026//VGL/030 dated 03.08.2026 has decided that "Vigilance Awareness Week" shall be observed this year from 26th October 2026 to 1st November, 2026. This year the theme of Vigilance Awareness Week is "**Probity for Prosperity**"; "सत्यनिष्ठा से समृद्धि". A copy of aforesaid circular of the Commission is enclosed here for reference.

2. In accordance with the instruction of the CVC, it has been decided to observe Vigilance Awareness Week in AIIMS, New Delhi from 26th October 2026 to 1st November, 2026. The Vigilance Awareness Week would begin from 26th October, 2026 at 11:00 AM with a pledge which would be taken by all the employees of the Institute irrespective of their status. Details of other program/activities to be undertaken during the week will be intimated separately.

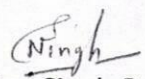
3. The Director, AIIMS, would administer the pledge to all the Officials/Staff working in the Establishment Section (DO), Recruitment Cell, Finance Division, Engineering Services Department, Academic Section, Estate Section, General Section, Store Section (DO), Security Department and the Director Wing at P.C. Block Foyer at 11:00 AM on 26.10.2026.

4. In view of above, all the controlling officer are requested to bring this to the notice of all the employees working under them and kindly ensure their presence at P.C. Block Foyer at 11:00 AM on 26th October 2026.

5. Furthermore, all the concerned are requested to strive to dispose of the pending complaints and ensure that checks and balances are in place for preventive vigilance. It is also requested that pending inputs, if any, in respect of any complaints may also be furnished expeditiously. Also, compliance report as per the format enclosed at Annexure-A may also be submitted by 20th of November 2026.

The issues with the approval of Director, AIIMS, New Delhi.

Encl: As above.


(Nandan Singh Routela)
Administrative Officer (Vig)
Ph:-011-26593362
Email:- ao.vigilance@aiims.gov.in

Distribution:

1. The Dean (Academic)
2. The Additional Director (Admn.)
3. Dy. Secretary
4. The Sr. Financial Advisor
5. The Associate Dean (Academic)
6. The Chief Security Officer
7. The Superintending Engineer
8. The Registrar, AIIMS
9. The Chief Administrative Officer
10. The Financial Advisor
11. The Dy. Chief Security Officer
12. The Stores Officer (DO)
13. The Sr. A.O./Admn. Officer (General Section)/Estate Section/Estt. Section (DO)/Faculty Cell/Rectt. Cell / Legal Cell/ SC-ST Cell/ACR Cell/RTI Cell/Grievance/Cordn.
15. Prof. In-charge, Computer Facility – with the request to kindly upload the same on Institute website.

Copy to : The S.E with the request to kindly get the following arrangements made in the main foyer for the above program:-

1. Platform
2. Public Address System

फा.सं.13-328/2023-सतर्कता
अखिल भारतीय आयुर्विज्ञान संस्थान
[सतर्कता प्रकोष्ठ]

अंसारी नगर, नई दिल्ली-110029

दिनांक: 24 SEP 2026

कार्यालय ज्ञापन

विषय: वर्ष 2026 (दिनांक 26 अक्तूबर 2026 से 01 नवंबर 2026) के दौरान सतर्कता जागरूकता सप्ताह के आयोजन संबंधी।

केंद्रीय सतर्कता आयोग (सीवीसी) ने दिनांक 03.08.2026 के अपने परिपत्र संख्या 026/सतर्कता/030 के द्वारा यह निर्णय लिया है कि इस वर्ष दिनांक 26 अक्तूबर 2026 से 01 नवंबर, 2026 तक "सतर्कता जागरूकता सप्ताह" मनाया जाएगा। इस वर्ष सतर्कता जागरूकता सप्ताह का विषय "सत्यनिष्ठा से समृद्धि" होगा। संदर्भ हेतु आयोग के उपर्युक्त परिपत्र की एक प्रति यहां संलग्न है।

2. सीवीसी के निर्देशानुसार, एम्स, नई दिल्ली में दिनांक 26 अक्तूबर 2026 से 01 नवंबर, 2026 तक सतर्कता जागरूकता सप्ताह मनाने का निर्णय लिया गया है। सतर्कता जागरूकता सप्ताह की शुरुआत दिनांक 26 अक्तूबर, 2026 को प्रातः 11:00 बजे एक शपथ के साथ की जाएगी, जो संस्थान के सभी कर्मचारियों द्वारा ग्रहण की जाएगी चाहे उनका पद कुछ भी हो। सप्ताह के दौरान आयोजित किए जाने वाले अन्य कार्यक्रम/गतिविधियों के विवरण की सूचना अलग से प्रदान की जाएगी।

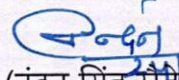
3. निदेशक, एम्स द्वारा स्थापना अनुभाग (नि.का.), भर्ती प्रकोष्ठ, वित्त प्रभाग, इंजीनियरिंग सेवा विभाग, शैक्षिक अनुभाग, संपदा अनुभाग, सामान्य अनुभाग, भण्डार अनुभाग (नि.का.), सुरक्षा विभाग एवं निदेशक विंग में कार्यरत सभी अधिकारियों/कर्मचारियों को दिनांक 26.10.2026 को पीसी ब्लॉक फॉयर में प्रातः 11:00 बजे शपथ दिलवाई जाएगी।

4. उपर्युक्त को ध्यान में रखते हुए, सभी नियंत्रण अधिकारियों से अनुरोध किया जाता है कि वे अपने अधीन कार्यरत सभी कर्मचारियों को इससे अवगत करवाएं तथा दिनांक 26 अक्तूबर 2026 को प्रातः 11:00 बजे पी.सी. ब्लॉक फॉयर में उनकी उपस्थिति सुनिश्चित करने की कृपा करें।

5. इसके अतिरिक्त, सभी संबंधित पक्षों से अनुरोध है कि वे लंबित शिकायतों का शीघ्रता से निपटान करने का प्रयास करें और निवारक सतर्कता हेतु उचित नियंत्रण एवं संतुलन व्यवस्था सुनिश्चित करें। यह भी अनुरोध किया जाता है कि यदि किसी शिकायत के संबंध में कोई लंबित सूचना हो, तो उसे शीघ्रता से प्रस्तुत किया जाए। साथ ही अनुलग्नक-क में संलग्न प्रारूप के अनुसार अनुपालन रिपोर्ट 20 नवंबर 2026 तक प्रस्तुत की जाए।

इसे निदेशक, एम्स, नई दिल्ली के अनुमोदन से जारी किया गया है।

संलग्नक: उपर्युक्तानुसार।


(नंदन सिंह रोसिला)

प्रशासनिक अधिकारी (सतर्कता)

फ़ोन:-011-26593362

ईमेल: ao.vigilance@aiims.gov.in

वितरण:-

1. संकायाध्यक्ष (शैक्षिक)
2. अपर निदेशक (प्रशासन)
3. उप-सचिव
4. वरिष्ठ वित्त सलाहकार
5. सह-संकायाध्यक्ष (शैक्षिक)

P.T.O

6. मुख्य सुरक्षा अधिकारी
7. अधीक्षण अभियंता
8. कुल-सचिव, एम्स
9. मुख्य प्रशासनिक अधिकारी
10. वित्त सलाहकार
11. उप मुख्य सुरक्षा अधिकारी
12. भण्डार अधिकारी (नि.का.)
13. वरिष्ठ प्रशासनिक अधिकारी/प्रशासनिक अधिकारी, (सामान्य अनुभाग)/ संपदा अनुभाग/ स्थापना अनुभाग (नि.का.)/संकाय प्रकोष्ठ/ भर्ती प्रकोष्ठ/विधि प्रकोष्ठ/एससी-एसटी प्रकोष्ठ/एसीआर प्रकोष्ठ/आरटीआई प्रकोष्ठ/शिकायत/ समन्वय।
14. प्रभारी-आचार्य, कंप्यूटर सुविधा - इसे संस्थान की वेबसाइट पर अपलोड करने के अनुरोध सहित।

प्रतिलिपि:- अधीक्षण अभियंता- कृपया उपर्युक्त कार्यक्रम हेतु मुख्य फॉयर में निम्नलिखित व्यवस्थाएं करवाने के अनुरोध सहित:-

1. प्लेटफॉर्म (मंच)
2. जन संबोधन व्यवस्था



केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION

सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi-10023

सं./No.....026/VGL/030

दिनांक / Dated.....03.08.2026....

Circular No.04/08/26

Sub: Observance of Vigilance Awareness Week, 2026

The Central Vigilance Commission observes the 'Vigilance Awareness Week' every year with the aim of fostering awareness and promote integrity and transparency in public administration through awareness programmes and preventive vigilance initiatives. The Vigilance Awareness Week is observed every year in the week in which the birthday of Sardar Vallabhbhai Patel falls. This year, the Vigilance Awareness Week 2026 would be observed from 26th October 2026 to 1st November 2026, on the following theme:

“सत्यनिष्ठा से समृद्धि”

“Probity for Prosperity”

2. In this regard, the Commission advises that all organizations undertake a three month preventive vigilance campaign from 17th August 2026 to 16th November 2026 with focus on the following five areas:

- (i) Disposal of pending complaints
- (ii) Disposal of pending cases
- (iii) Capacity building programs
- (iv) Digital initiatives
- (v) Contract management

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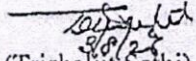
Please take appropriate action, minister,

[Signature]
10/08/26

AAO (M/1000)

[Signature]
1
D-10
R. 1202

3. All Ministries / Departments / Organizations may ensure active participation by all concerned so that noteworthy results during the campaign period can be achieved.
4. Action taken report in respect of the five preventive vigilance initiatives to be taken during this campaign period should be sent by all CVOs to the Central Vigilance Commission as per the format enclosed at Annexure 'A' by 30th November 2026 through the designated portal <https://qpr.cvc.gov.in/> only.


(Trishaljit Sethi)
Secretary

Encl: As stated

To,

- i) The Cabinet Secretary of India
- ii) The Secretaries of all Ministries/ Departments of Government of India
- iii) The Chief Secretaries of all Union Territories
- iv) Director, CBI
- v) Director, Directorate of Enforcement
- vi) Chief Executives of all CPSEs/ Public Sector Banks/ Public Sector Insurance Companies/ Financial Institutions/ Autonomous Organizations/ Societies.
- vii) All Chief Vigilance Officers in Ministries/ Departments/ CPSEs/ Public Sector Banks/ Public Sector Insurance Companies/ Financial Institutions/ Autonomous Organizations/ Societies.

ANNEXURE A

Preventive Vigilance activities to be undertaken during the campaign period (17th August to 16th November 2026) related to Vigilance Awareness Week 2026

1. DISPOSAL OF PENDING COMPLAINTS

(a) Initiative

It is necessary to ensure that complaints are not kept pending and are brought to a logical conclusion within the prescribed timelines. All organizations may ensure that complaints received on or before 30.06.2026 are disposed of during the campaign period.

(b) Reporting format

Name of the Organization:

Table 1

Sl. No.	Particulars	Number
1.	Complaints received on or before 30.06.2026 and pending as on 17.08.2026	
2.	Complaints received on or before 30.06.2026 and disposed during the campaign period	
3.	Complaints received on or before 30.06.2026 and pending as on 16.11.2026	

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

2. DISPOSAL OF PENDING CASES

a) Initiative

The Commission has prescribed model timelines for implementation of First Stage Advice (FSA)/ Second Stage Advice (SSA).

In this regard, all organizations may ensure timely implementation of pending FSA and SSA.

b) Reporting format

Name of the Organization:

Table 2

Sl No	Particulars	Pending as on 17.08.2026 (Nos.)		Cases falling due during the campaign period (Nos.)		Implemented during the campaign period * (Nos.)		Pending as on 16.11.2026 (Nos.)	
		CVC	Non-CVC	CVC	Non-CVC	CVC	Non-CVC	CVC	Non-CVC
1	FSA								
2	SSA								

[*including such cases which are due to be implemented as per the prescribed timelines, during the campaign period]

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

3. CAPACITY BUILDING PROGRAMS

(a) Initiative

A well-trained employee is an asset for any organization. Therefore, a robust training system for employees is important for organizations to succeed in their goals. As such, organizations may encourage employees to complete courses on following topics, online as well as in offline mode, during the campaign period:

- (i) IT & Cyber Security and Cyber Hygiene
- (ii) Public Procurement
- (iii) GeM- New Features and Functionalities
- (iv) Conduct Rules and Conflict of Interest

Further, Commission recognizes the need for institutionalization of preventive vigilance component in training programmes such as Induction and Mid-career training programmes. The indicative preventive vigilance modules for the same are hosted on the CVC website (<https://www.cvc.gov.in/trainingmaterial>). Organizations are encouraged to review their existing Induction and Mid-Career training programmes and ensure formulation and inclusion of preventive vigilance modules in Induction and Mid-Career Training Programmes for their employees.

For Vigilance Functionaries

Commission has issued Master Circulars on 11 topics and also brought out Vigilance Manual 2026 on 27.07.2026. Organizations shall ensure that appropriate familiarization programs are conducted for the vigilance functionaries in respect of the said Master Circulars and Vigilance Manual.

For Banks and Financial Institutions

Advisory Board for Banking and Financial Frauds (ABBFF) has prepared a report on "Modus Operandi and Root Cause Analysis of Frauds" (inclusive of 20 case studies). A copy of the report is available on Commission's website (<https://www.cvc.gov.in/trainingmaterial>). ABBFF has observed that lack of proper training in credit appraisal and credit monitoring is one of the reasons for occurrence of frauds. Public Sector Banks and Financial Institutions may hold training programmes for emphasizing these aspects through these case studies.

(b) Reporting format

Name of the Organization:

Table 3

Sl No [1]	Particulars of Training Program [2]	Total no of officers/ officials trained [3]	No of officers/ officials trained on iGOT out of Col [3] [4]
1	IT & Cyber Security and Cyber Hygiene		
2	Public Procurement		
3	GeM- New Features and Functionalities		
4	Conduct Rules and Conflict of Interest		

Table 4

Sl No	Name of the specific course on iGOT w.r.t Table 3 above	No of employees who have completed the course during the campaign period

Table 5

Sl No	Particulars	Details
1	Whether organization has institutionalized Induction Training Programme for employees with preventive vigilance module at the commencement of the campaign period	Yes/ No
2	Whether organization has formulated Induction Training Programme for employees with preventive vigilance module during the campaign period	Yes/ No If No, reasons thereof

Table 6

Sl no	Particulars	Details
1	Whether organization has institutionalized Mid-Career Training Programme for employees with preventive vigilance module at the commencement of the campaign period	Yes/ No
2	Whether organization has formulated Mid-Career Training Programme for employees with preventive vigilance module during the campaign period	Yes/ No If No, reasons thereof

Table 7

Sl No	Particulars of Capacity Building program for vigilance functionaries	Total no of vigilance functionaries in the organization	No of vigilance functionaries who have attended the familiarization program
1	Master Circulars and Vigilance Manual 2026		

Table 8

Sl No	Particulars of Training Program	Total no of officials trained in the organization
1	Modus -operandi and root cause analysis of Frauds (including the 20 case studies)	

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

4. DIGITAL INITIATIVES

(a) Initiative

Onboarding of Organizations on Probity Portal

A dedicated online portal (<https://probity.dopt.gov.in>) was made for obtaining the data from all the Ministries/Departments/Autonomous Organizations etc in respect of certain areas including number of major and minor penalty disciplinary proceedings. It is desired that all Central Public Sector Enterprises (CPSEs) should be onboarded on the portal and requisite details of departmental inquiry proceedings should be uploaded and updated on the same.

Optimal Use of the existing IT/ Digital Facilities

Organizations are using technology for creating IT/ digital facilities and platforms for various internal processes of the organizations like e-HRMS or similar platforms. It is essential that these facilities/ platforms are utilized optimally. Organizations may review the extent of the utilization of the existing digital infrastructure and endeavor to bring additional services/ processes/ activities in digital mode. Some examples are digitization of service records, processing of claims, increased use of e-HRMS or similar platforms by organizations.

Digitization and Management of Inventory

A number of organizations possess a large number of movable assets/ inventories. During the campaign period, organizations may review whether inventory of assets (plant and machinery, office equipments, vehicles, sundry items etc) is digitized and endeavor to digitize the same.

(b) Reporting format

Name of the Organization:

Table 9

Sl No	Particulars	Details
1	Whether organization has been onboarded on the Probity Portal during the campaign period	Yes/No If No, reasons thereof
2	Whether all details of the pending disciplinary inquiry cases have been uploaded on the portal	Yes/ No If No reasons thereof

Table 10

SI No	Particulars	Details
1	Additional services/ processes made digital using: (a) e-HRMS 2.0 (b) Any other similar platform specific to the organization (name may be given)	A. Existing services at the commencement of the campaign period 1. 2. 3. B. Additional Services digitized during the campaign period 1. 2. 3.

*Brief Note on each of the additional services digitized in not more than 100 words each may be provided.

Table 11

SI No	Particulars	Details
1	Whether inventory of assets (plant and machinery, office equipments, vehicles, sundry items etc) is digitized	Yes/ No If No, reasons thereof

*Brief Note on major initiatives taken in this area during the campaign period may be provided in not more than 200 words

NAME OF THE CVO

SIGNATURE & SEAL OF CVO

5. CONTRACT MANAGEMENT

(a) Initiative

A contract shall stand closed upon (i) successful performance of all obligations by both parties including completion of warranty / defect liability obligations and final payment; or (ii) termination of contract and settlements after that, if any.

At the time of closure of contract, it should be ensured that materials' reconciliation, payment reconciliation and / or reconciliation with user department, as per terms & conditions of contract should be done across departments of the organization involved in execution of that contract.

(b) Reporting Format

Name of the Organization:

Table 12

Sl No	Particulars	Information
1	Number of contracts due for closure but not yet closed at the commencement of the campaign period	
2	Number of such contracts closed during campaign period as per extant provisions (out of 1 above)	
3	Number of such contracts due for closure but not closed at the end of the campaign period	

NAME OF THE CVO

SIGNATURE & SEAL OF CVO