

MANUAL - 1

Particulars of Organization, Functions and Duties

VIGILANCE SET UP IN GOVT. OF PUDUCHERRY

- The Vigilance Organisation in the U.T. of Puducherry is headed by the Chief Secretary-cum-Chief Vigilance Officer, Puducherry and he is assisted by the Secretary(Vigilance).
- The Chief Vigilance Officer is appointed by the Govt. of Puducherry in consultation/concurrence of Central Vigilance Commission, New Delhi.
- There are two wings namely :-
 - i) Administrative Wing which is Chief Vigilance office and
 - ii) Investigation wing which is Vigilance & Anti-Corruption, Police Unit.

FUNCTIONS / DUTIES OF CHIEF VIGILANCE OFFICE

- Causing enquiry/investigation on petitions/complaints by directing Vigilance & Anti-Corruption, Police Unit (or) the Head of the Department to ascertain the facts of the allegations which has vigilance angle such as bribery, misappropriation, forgery, cheating, misuse of official position for pecuniary advantage, possession of disproportionate assets etc.
- Examination of the investigation reports received from V&AC-Police unit, Puducherry, Central Bureau of Investigation, Head of Department.
- Tendering advice to the Departments either to initiate disciplinary proceedings (or) to go for criminal prosecution, where prima-facie case has been made out after conduct of enquiry/investigation on the Complaint/ petition.
- Handling Departmental proceedings in respect of Group "A" & "B" officers, where the Disciplinary Authority is the Lt. Governor.
- Examination of Inquiry Officer's report, keeping in view the evidence adduced by the prosecution and the defence, during the course of Departmental Inquiry.
- Examination of Final Orders issued by the Disciplinary Authority as to whether the penalty commensurate with the gravity of offence committed.
- Obtaining advice of Central Vigilance Commission on the investigation reports before issue of chargesheet in respect of Group "A" officers.
- Obtaining Prosecution sanction from the Competent Authorities and enabling the Vigilance & Anti-Corruption Police Unit / C.B.I to file charge sheet before the Competent Court.
- Communication of Circulars/Instructions issued by Central Vigilance Commission and other Ministries of G.O.I, from time to time.
- Sensitizing the public against corruption by conducting "Vigilance Awareness programme" every year.

- Issue of vigilance clearance to all the officials of the Departments, PSUs, Local bodies etc., for the purpose of Promotion, Confirmation, Financial upgradation (ACP/MACP), Retirement, Resignation and for issuing N.O.C. to the Govt. servants for obtaining passport/going abroad.
- Preparation of “Agreed List” of officers in consultation with CBI, Anticorruption Bureau, Chennai.

FUNCTIONS OF VIGILANCE & ANTI-CORRUPTION, POLICE UNIT

- Causing of preliminary enquiry on the complaints/petitions forwarded by the Chief Vigilance office and furnishing the report to the Chief Vigilance Officer.
- Registration of criminal cases on the complaint lodged by the Departments/private parties under Prevention of Corruption Act / IPC against the delinquent officials and taking up for investigation.
- Submission of necessary final report/charge sheet on completion of the investigation, before the Court.
- Maintenance of Surveillance on the corrupt-prone areas of Departments. Collection of intelligence about corrupt elements and submission of source reports to the Chief Vigilance Officer.
- Conducting surprise inspection of the Department/office which are prone to corruption.
- Laying traps/apprehending the accused while demanding and accepting bribe.
- Getting the technical guidance / opinion of Law Department wherever required during investigation of cases .
