



**MANUAL**  
**DEPARTMENT OF VIGILANCE**  
**GOVERNMENT OF PUNJAB**

20 - 4 - 1998

(STRICTLY FOR OFFICE USE ONLY)





JA(1) / office

# MANUAL

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20 - 4 - 1998

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## Preface

The Punjab Government set up the Vigilance Department in 1967. The Vigilance Commission which was functioning earlier was abolished. The Special Enquiry Agency, the investigative wing was christened as Vigilance Bureau and placed under the direct control of the Department.

The Manual for the Department was prepared in 1967. The objectives and functions of the department were described. It contained few instructions and was completely silent on the procedure to be followed in the department. However it described in detail the procedure for departmental action.

Almost all the instructions of the department have been issued in 1967 or thereafter. A well defined procedure is now being followed for dealing with the complaints. Punjab Punishment and Appeals Rules have been separately framed for departmental action by the Department of Personnel. There is little justification for incorporating them in the Manual of this Department. The manual of 1967 is therefore hardly of any use and its revision has become imperative.

The government is contemplating revamping of the department with a view to making it more effective. The matter is under consideration of a high level committee headed by the Chief Secretary and having Principal Secretary Vigilance and other senior officers as members. The working of the Department came up for discussion before the Cabinet in its meeting held on 18-3-1988. Some Ministers felt that the present working of the Department was not very satisfactory. The vigilance enquiries were delayed causing harassment to the employees. They desired that the Department of Vigilance should prepare a comprehensive proposal for its reorganisation. The matter will be taken to Cabinet once the proposals are finalized by the committee.

Suggestions fo

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Chandigarh

The functions, set up, procedure and instructions of the department have been summarized in the Manual. It is a self contained and comprehensive document. It is meant for office use only and its objective is to help the departments handle the cases of corruption in a systematic manner. The instructions contained in the Manual are not intended to override or by pass in any way the normal procedures of administration, law or justice.

Functions and set up of the department have been explained in Part - I. Part II describes in detail the procedure followed in the department. The functioning of the department has been compared with the Central Vigilance Commission and the Central Bureau of Investigation in Appendix - I. The number of enquiries and the success rate of court cases is given in Appendix - II.



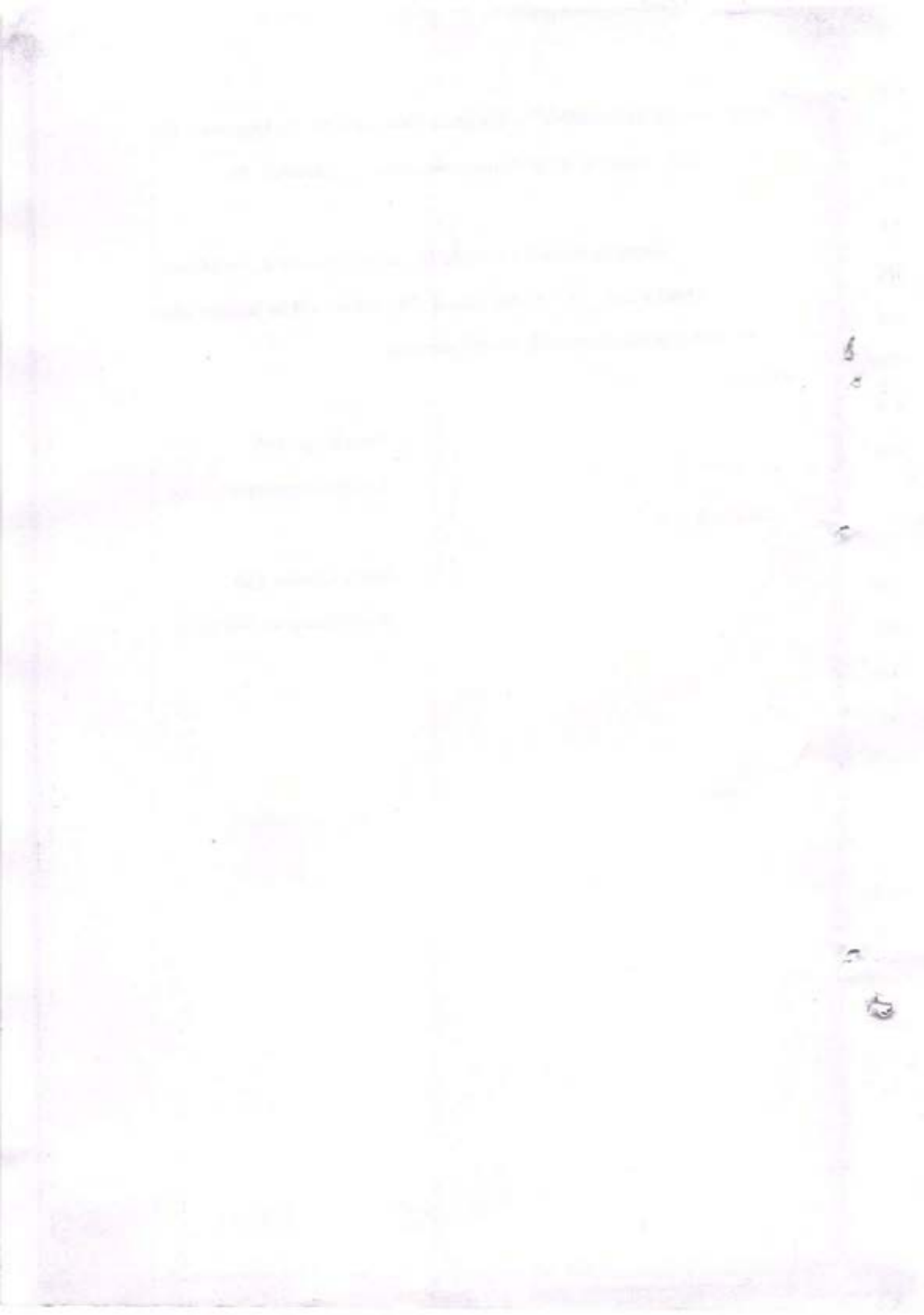
Suggestions for strengthening the department are contained in Appendix - III.  
The instructions issued from time to time are contained in Appendix - IV.

Normally Appendix I, II and III are not included in the Manual.  
They have been included in this draft manual. The manual will be finalised after  
finalisation of proposals by the high level committee.

20-4-1998  
Chandigarh

Surjit Singh IAS  
Principal Secretary Vigilance

Satish Chandra IAS  
Special Secretary Vigilance



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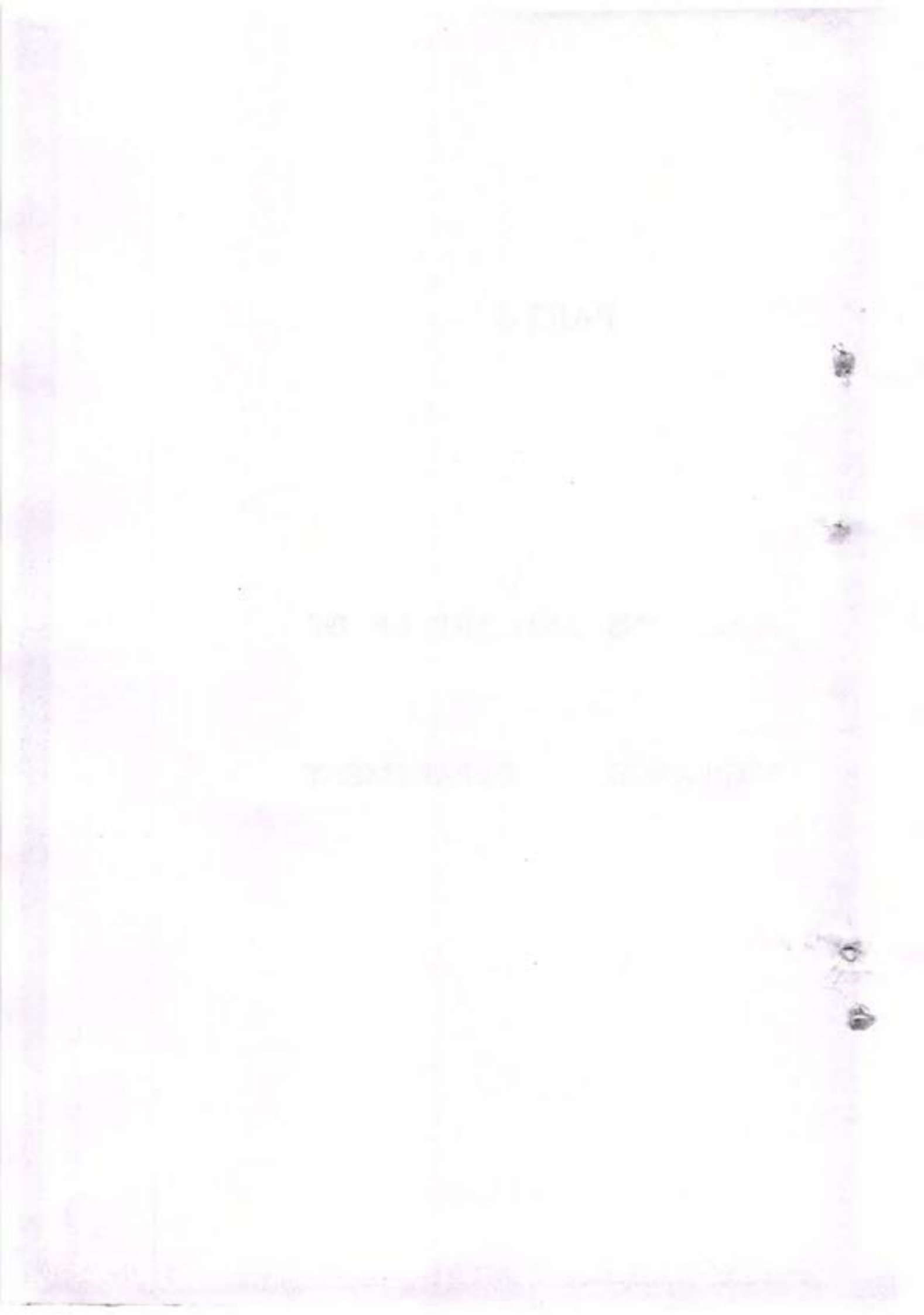
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PART-I

FUNCTIONS AND SET UP OF

VIGILANCE DEPARTMENT



## 1 Establishment :

The anti corruption set up in the state was established in 1955. At that time Punjab State Vigilance Commission and the Special Inquiry Agency were set up. The Vigilance Commission was subsequently abolished on 14/7/1967. The vigilance department came into being 15/9/1967 and the Special Inquiry Agency was brought under its direct control.

## 2 Objectives

The principal objective of the vigilance department is to help various departments in taking speedy action in cases of corruption. The primary responsibility for checking corruption is that of the administrative department. It has been observed that administrative departments are sometimes handicapped in dealing with cases of corruption in their department. The departmental officers tend to be protective and sympathetic to their colleagues. There is therefore need for an impartial and unbiased organization. There is also need for ensuring uniformity in matter of detection, punishment and dealing with problem of corruption in general. The vigilance department was set up as an exclusive and independent body to look into the complaints of corruption against the employees of the state. The vigilance department has been given concurrent powers with all the administrative departments in matters relating to corruption.



### 3 Functions

1. The main function of the department is to undertake or cause an investigation to be made into any complaint of corruption against the public servants in the state.

2. The vigilance department has been conferred concurrent powers with other departments in matters relating to corruption. The department exercising this concurrent power can ( instructions dated 15-9-67 ) :

- (i) itself conduct an investigation or get it done from the vigilance bureau into complaints of corruption against the employees.
- (ii) initiate departmental action and punish the employees of the state government departments.
- (iii) order prosecution of the employees facing criminal charges.

3. As per Allocation of Business Rules the department of vigilance has been allocated the following subjects :

- (i) All matter concerning general vigilance and procedure.
- (ii) All policy matter relating to corruption among public servants.
- (iii) Coordination of work relating to vigilance in various departments.

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(iv) All matters relating to cases of bribery, corruption, personal immorality, misuse of public fund, loss caused to government departmental or procedural irregularities and the like on the parts of government employees and public servants dealt with or otherwise taken cognizance of by the department of vigilance *including cases of appeal against acquittal in cases relating to the vigilance Bureau.*

(v) All matter relating to :-

- (i) the establishment of vigilance bureau;
- (ii) setting up of Lok Ayukta or Uplokayukta.

#### **4 Set up of the Department**

The present set up of the vigilance department is as under :-

- (i) Administrative Wing
- (ii) Vigilance Bureau-the Investigating Agency
- (iii) Commissioner for Enquiries
- (iv) Chief Vigilance Officers in different departments

#### **I Administrative Wing**

The Administrative Wing is headed by the Minister in Charge of the department. He is assisted by Principal Secretary Vigilance, Additional/ Joint



Secretary Vigilance and other Secretariat staff. Besides Joint Director and Deputy Director Legal are also posted in this wing by the department of Prosecution. They tender their advice on legal and other matters. A Section Officer from the Finance department assists in accounts matters. The important functions of the wing are to decide all policy matters, to order investigation and pass final orders on the enquiry reports of the bureau and the Commissioner of Inquiries.

## II Vigilance Bureau ( VB )

1. The vigilance bureau is headed by Chief Director vigilance bureau. He is a senior IPS officer of the rank of DGP/ADGP. At the headquarters he is assisted by Director and Joint Director who are also IPS officers. Vigilance units headed by DSP are posted in every district except Moga, Mukatsar and Nawanshahar. Officers of SP rank are posted at Chandigarh, Patiala, Amritsar and Jalandhar for coordinating the work of the vigilance units working under them.

2. The bureau conducts investigations and submits its reports to the government. It also lays traps and conduct raids in order to catch the employees taking bribes.

3. The strength of the staff is :

1 Chief Director Vigilance Bureau - 1

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- 2 Director Vigilance Bureau - 1
- 3 Joint Director VB - 1
- 4 Superintendents of Police - 7
- 5 Deputy Superintendents of Police - 28
- 6 Inspectors of Police - 46
- 7 Sub Inspectors - 18

4. Economic Offences Wing :

The government created Economic Officers Wing in the vigilance bureau to check the rising number of cases of embezzlement, fraud etc. The composition of economic offences wing is :

- 1 DIG - 1
- 2 SP - 1
- 3 DSP - 2

5. Officers from other departments :

The officers of the following departments are posted in the vigilance bureau to guide the investigating officers in regard to technical matters pertaining to their departments:

- 1 Department of Prosecution
  - Joint Director Legal - 1



- Deputy DA - 2
- 2 Irrigation Department
    - Executive Engineer - 1
    - Sub Div Engineer - 1
  - 3 Public Works Dept ( BR )
    - Executive Engineer - 1
    - Sub Div Engineer - 1
  - 4 Public Health Department
    - Sub Div Engineer - 1
  - 5 Revenue Department
    - Tahsildar - 1
  - 6 Excise and Taxation Department
    - Asst Excise and Taxation Commissioner - 1
  - 7 Industries Department
    - Dist Industries Officer - 1
  - 8 Food and Supplies Department
    - Dist Food Supplies Controller - 1
  - 9 Cooperative Department
    - Dist Registrar Cooperative Societies - 1
  - 10 Health Department
    - Senior Medical Officer - 1

6. Except for the officers mentioned in para 5 above the other employees are from the police department. As per instructions ( Para 2(8) of instructions

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dated 15-9-1967 ) appointment of officers to the bureau are to be made on  
entire basis subject to the concurrence of the vigilance department. However  
this is not the practice and all the officers especially police officers are posted  
by the departments concerned without any consultation with this department.

#### **Commissioner for Enquiries:**

1. The Inquiry Officer Vigilance conducts regular departmental enquiries  
entrusted to him by the vigilance department ( para 2(5) and 2(6) of  
instructions dated 15-9-1967 ). He used to be a middle level IAS Officer. But  
for last 3-4 years the government has been posting a secretary rank officer as  
Inquiry Officer and this post has been re-designated as Commissioner for  
Enquiries.

2. The government vide instructions dated 1-6-1968 decided that  
departmental enquiries against gazetted officers be referred to Commissioner  
Enquiries and against others to the administrative departments.

3. The government vide its instructions dated 28/1/87 asked all the  
administrative departments that departmental enquiries against gazetted  
officers may be entrusted to Inquiry Officer(Vigilance). Inquiry  
Officer(Vigilance) is an independent and specialized agency. The idea is that  
Inquiry Officer Vigilance who is an independent and experienced officer and



who has requisite staff will be in better position to deal with regular departmental enquiries.

4. However, the government vide its instructions dated 24/7/89 asked all the administrative departments that since IO(Vigilance) was burdened with large number of Enquiries no further enquiry should be entrusted to the IO(Vigilance).

5. At present except for a few cases the Commissioner for Enquiries is conducting enquiries referred to it by the vigilance department.

#### IV Chief Vigilance Officers

1. The government vide its instructions dated 15/9/67 provided for nomination of a senior officer as Chief Vigilance Officer in every department. He was to be nominated on the advice of the vigilance department. It was also provided that the assessment of Chief Vigilance Officer will be done by Secretary Vigilance. The government vide its instructions dated 8/2/68 defined the functions of Chief Vigilance Officers. The functions can be summarised as follows :

- (1) To keep an eye on corrupt officers of the department and prepare a list of such officers. Passing information about such officers to the vigilance department;

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- (2) Monitor the cases of departmental action and prosecution against the officers of the department;
- (3) To check and review the procedures and plug loop-holes which facilitate corruption;
- (4) To provide assistance regarding departmental rules and procedure to the vigilance bureau;
- (5) To refer difficult and complicated cases of the department to the vigilance department for investigation;
- (6) To scrutinise cases of compulsory retirement of corrupt officers at the age of 55 years;
- (7) To scrutinise the property returns of the government servants in order to detect corruption or unreasonable accumulation of property
- (8) To act as liaison officer between their own department and the vigilance department.

2. The government vide its instruction date 15/10/79 asked all the departments to maintain a register indicating complaints received against their employees and action taken thereon. Quarterly report were required to be sent to vigilance department by the administrative departments about the work done by the Chief Vigilance Officers.

3. Vide instructions dated 14/3/83 the vigilance department reiterated these instructions and asked all the departments and all the Chief Vigilance



Officers to send regular returns about the work done by them to the vigilance department. Similar instructions were again issued on 29/11/84 and 6/1/1994 but there is little compliance of the instructions.

4. The vigilance department is to hold regular meetings with the Chief Vigilance Officers (instructions dated 7-12 1988).

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PART II

INSTRUCTIONS OF THE  
VIGILANCE DEPARTMENT

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## **Jurisdiction**

### ***Concurrent Powers***

1. In matters pertaining to corruption the vigilance department exercises ~~concurrent~~ powers with all the administrative departments. It can order ~~investigation~~, initiate departmental proceedings and sanction prosecution by ~~virtue~~ of these powers in respect of employees of all state government ~~departments~~ ( instructions dated 15-9-1967 ).

### ***Jurisdiction***

2. The jurisdiction of vigilance department was originally restricted to ~~Punjab~~ Government Employees and members of All India Service ( para ~~15(2)~~ of instructions dated 15-9-1967 ). However, it was extended vide ~~instructions~~ dated 15/10/79 so as to cover employees of autonomous and ~~statutory~~ boards/corporations and Improvement Trusts. At present all the ~~employees~~ covered under Prevention of Corruption Act are subject to its ~~jurisdiction~~. That means employees of all the organisations and bodies ~~getting~~ funds from the state government.

### ***No jurisdiction***

3. The Ministers etc., members of Judicial Services, staff of Assembly ~~and Punjab Public Service Commission~~ are not with in the purview of the ~~vigilance~~ department ( Note III para 1(D) of instructions dated 15-9-1967 ).

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Enquiries against political leaders are to be referred to the Home department ( instructions dated 21-7-1981 ).

Complaints against Panches, Sarpanches and Municipal Commissioners shall not be looked into by the vigilance department and they shall be referred to the administrative departments ( instructions dated 22-2-1983 ).

It is clarified that the jurisdictions has been barred for administrative convenience through instructions and there is no statutory bar against enquiries against the employees of the above departments.

#### *Type of cases*

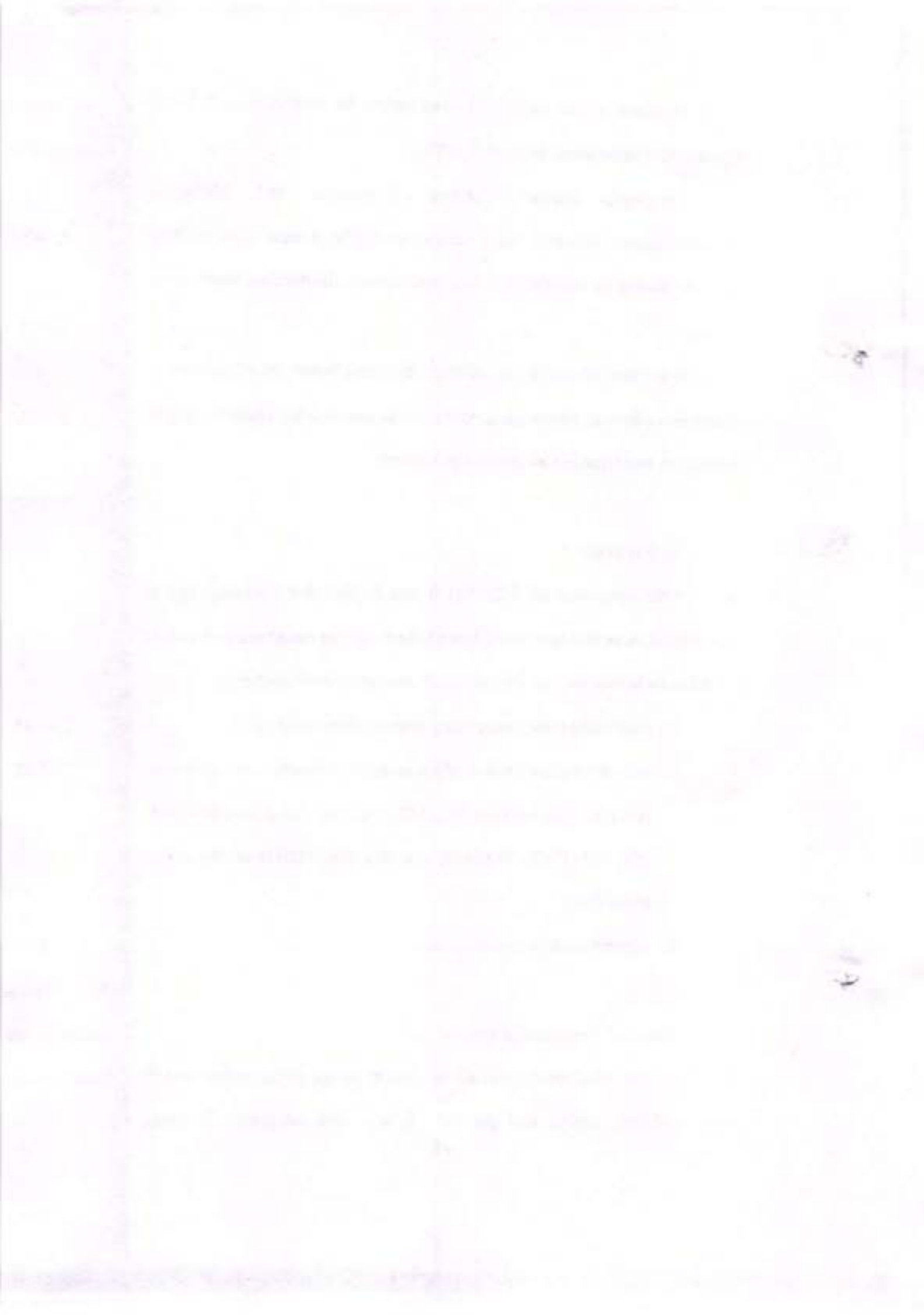
4. Vide instruction dated 21/7/81 it was decided that following type of case should be looked into by vigilance bureau and the remaining case should be left to be looked into by the concerned administrative department :

1. Assets disproportionate to the known sources of income.
2. Allegations constituting offences under Prevention of Corruption Act and under Sections 161, 162, 163, 164, 165-A, 166, 167, 168, 169, 170, 171/409/420, 467, 488, 471-A/477/120-B of the Indian Penal Code.
3. Allegations of moral turpitude.

#### *Gazetted/ Non gazetted officers*

5. As per latest instructions all complaints except of type mentioned in para 4 above against non gazetted officers and complaints involving





violations of the instructions and rules against gazetted officers will be referred to the administrative departments.

The position over the years has been as follows :

- 15-9-67 : Vigilance department to look into complaints against gazetted officers only and not against non gazetted officers.
- 1-6-68 : Complaints against non gazetted officers also to be looked into.
- 9-5-78 : Vigilance department to concentrate on complaints against gazetted officers.
- 15-10-79 : vigilance department to primarily deal with the complaints against gazetted officers but allegations of disproportionate assets and criminal nature against non gazetted officers will be looked into by the vigilance department.
- 23-5-83 : vigilance department to concentrate on GOs.
- 7-12-88 : All complaints against non gazetted officers and complaints involving violation of instructions to be referred to administrative department.

*AD not to hold enquiry if VD seized of the matter*

The administrative department should not hold an enquiry into the matter which is being probed by the vigilance department. The department should extend full cooperation to the vigilance department. This is necessary

to avoid any possibility of conflicting conclusions by the two departments  
( instructions dated 1-6-68, 5-5-78, 25-8-80, 5-3-92, 6-1-94).

## **2 Procedure**

1. The action by the vigilance department originates from three different sources :

1. Complaints received directly from the people or from the vigilance bureau
2. Reference from the administrative departments
3. Source Reports of vigilance bureau

2. The vigilance department deals with the complaints in the following manner ( para 1(B), 1(D) of instructions dated 15-9-67 ) :

1. Forwarded to the administrative department.
2. Ask the vigilance bureau to investigate the complaint after registering preliminary or regular enquiry or a criminal case.
3. To hold itself an enquiry by taking evidence.

## **3 Source Report**

1. Vide instructions dated 5/2/81 it was provided that :

1. The officer making the source report will verify the information by making secret enquiries.



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2. If necessary he will obtain an affidavit from the informer.
  3. Action will be taken against the police officer if it is established that the source report was prepared with ulterior motive.

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The above instructions were reiterated vide circular dated 11/2/88. It was further provided that source report against class-I Officers would be verified by the SP.

giance  
Strangely there is no provision for taking the view point of the officer or the department either at the time of preparing the report or before taking cognisance of it.

#### 4 Regular Enquiries/Preliminary Enquiries

lowing  
1. There is no difference between a regular and preliminary enquiry. They are basically fact finding enquiries. A preliminary Enquiry is to be completed with in 4 months and an regular Enquiry with in 1 year, as provided in the instructions dated 5/3/1992. Extension for a period for 2 months is granted by Secretary Vigilance and extension beyond 2 months by the Minister incharge. Originally the time limit was 1 month for preliminary enquiry and 6 months for regular enquiry( 4/7/80). It was increased to 2 months and 6 months( 21/7/81).

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*Permission for PE/RE*

2. As per the instructions dated 9/5/78 vigilance bureau requires the permission of the government for preliminary enquiry/regular enquiry against gazetted officers. Vide instructions dated 15/2/83 vigilance bureau can register regular enquiry/preliminary enquiry against class-II Officer, but for Class-I and above regular enquiry/preliminary enquiry can be registered only with the approval of government.

Vide instructions dated 31-1-1967 and 28-5-92 it was stipulated that Enquiries against IAS/PCS officers can be initiated by the vigilance department only with the approval of Chief Secretary in the department of Personnel.

The Apex Committee in its meeting held on 7/1/91 and 23/7/91 decided that all complaints will be sent to administrative departments and enquiry will be initiated only if the administrative department so desires. The vigilance bureau started sending complaints to vigilance department. At present all the enquiries are initiated on the orders of the vigilance department.

3. It has been stipulated in the instructions dated 24/6/87 that the view point of the officers complained against is to be obtained during investigation of enquiry.

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### *Effect of PE/RE on promotion/pension*

4. As per instructions dated 4/8/82 registration of regular enquiry/preliminary enquiry will not affect promotion/pension cases unless the officer concerned has been chargesheeted or challan has been put up in the Court.

### **5 Departmental Enquiries**

1. The departmental enquiries are different from preliminary and regular enquiries which are as explained in above para basically fact finding enquiries whereas the departmental enquiries are ordered as a result of chargesheet. If the allegations are proved in preliminary or regular enquiry either a criminal case is registered or departmental proceeding in the shape of a chargesheet is initiated.

2. Enquiries against gazetted officers arising out of vigilance probes are assigned to Commissioner Enquiries. For others the case is referred to the administrative department ( instruction dated 1-6-1968 ).

3. Cases of departmental action against All India Service officers are referred to the concerned departments that is Dept of Personnel, Home and Forest since UPSC is consulted ( instructions dated 21-7-1981 ).



## 6 Anonymous / False Complaints

1. As per latest instructions dated 12-4-1982 the vigilance department is not to take cognisance of anonymous and pseudonymous complaints and the same are to be destroyed and filed.

Earlier ( note II para 1(D) of instructions dated 15-9-1967) it was stipulated that vigilance department *normally* would not take cognisance of anonymous and pseudonymous complaints.

2. The complainant should be asked to give affidavit in support of his allegations. If the allegations are on enquiry are found to be baseless, the vigilance bureau should file a complaint under section 182 of the Indian Penal Code ( para 2(10) of instructions dated 15-9-67 and dated 5-2-1981 ).

## 7 Trap

Vigilance Bureau can lay trap on officers upto class-II. For class-I and above the trap can be laid only with the approval of government as per instructions dated 9/5/78.

## **Raid**

As per instructions dated 9/5/78 vigilance bureau can raid the residence of Officers upto Class-II. For Class-I and above permission of government is required.

## **Criminal Case**

Vigilance Bureau is competent to register a criminal case against non gazetted officer. Permission of government is required for registration of a Criminal case against gazetted officers as per instructions dated 9/5/78.

## **Sanction for Prosecution**

As per instructions dated 4/7/80 challan shall be put up within 6 months. The instructions of 6/1/94 stipulate that sanction for prosecution is to be given within 20 days by the administrative department

It has been provided that authority granting sanction for prosecution shall not hold any parallel or field enquiry but he would satisfy himself from information made available by the vigilance bureau (instructions dated 9/5/78, 16/2/83, 30/11/84, 3/7/87, 12/9/88, and 6/1/94)

As per instructions dated 9/5/78 the vigilance bureau can write directly to administrative department for grant of sanction in respect of non gazetted



officer. For gazetted officers vigilance department will write to administrative department.

4. Refusal to grant sanction for prosecution without sound reasons by the competent authority will invite stringent disciplinary action ( instructions dated 12-9-1988 ).

#### 11 Vigilance Clearance

Vigilance clearance was made mandatory for promotion, empanelment, retirement and deputation on foreign service in respect of gazetted officers by the instructions of 7-10-1980. The instructions were partially modified on 23-5-1983 so as to make the clearance unnecessary in cases of promotions.

At present the clearance is required at the time of retirement and for foreign training and deputation.

#### 12 Miscellaneous

1. The vigilance department can advise the administrative department in the matter of blacklisting of any firm which might come to its adverse notice during an enquiry ( instructions dated 15-9-1967 ).
2. The department can advise the administrative department about plugging of loopholes in any practice or procedure followed in the



ative  
Administrative department allowing scope for corruption ( instructions dated  
15-9-1967 ).

the  
*Misuse of government vehicles*

ions  
Strict action will be taken against government officers misusing  
government vehicles. It will invite major penalty as in the cases of false claim  
of traveling allowances ( instructions dated 21-5-1971 and 19-4-1979 ).

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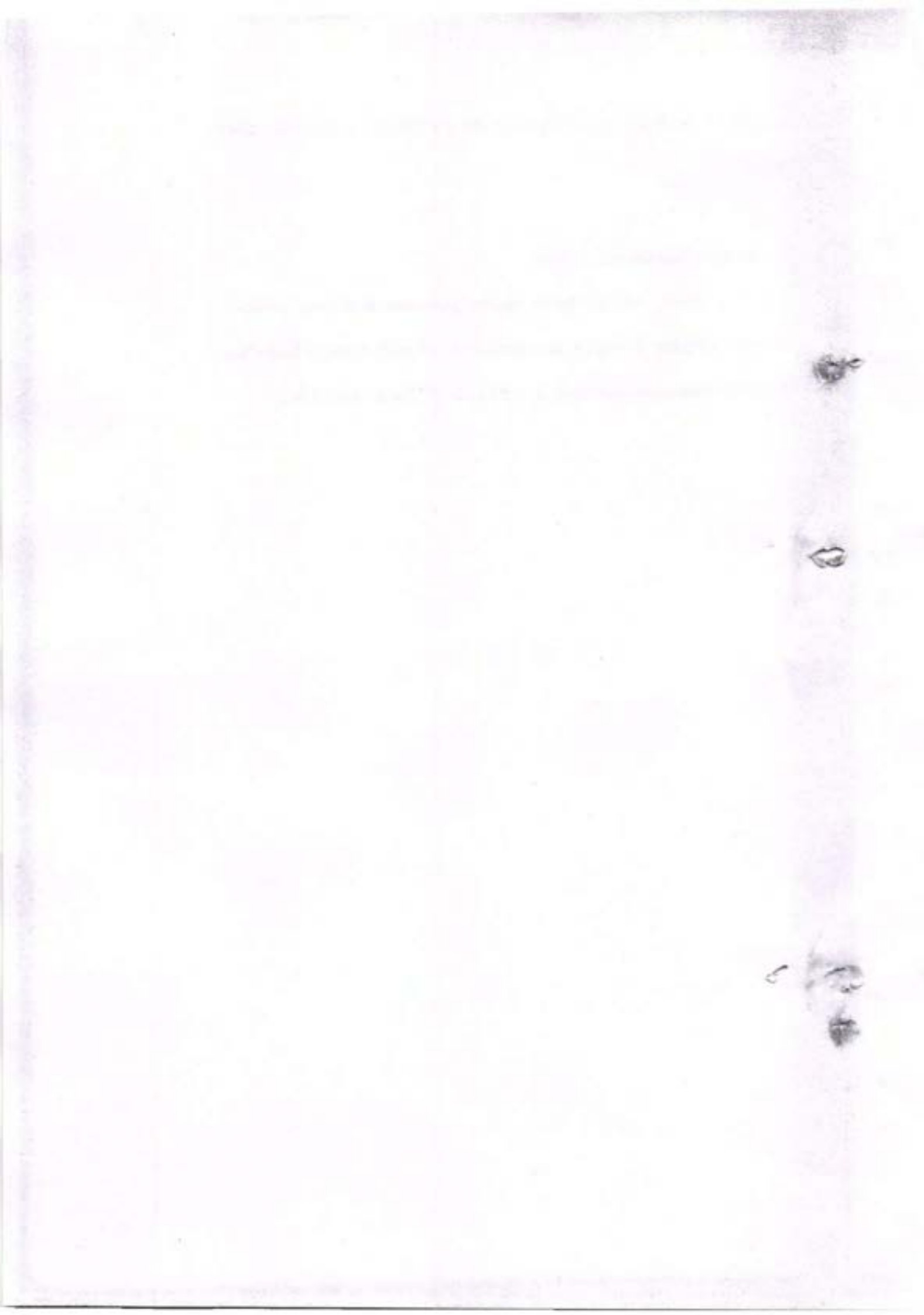
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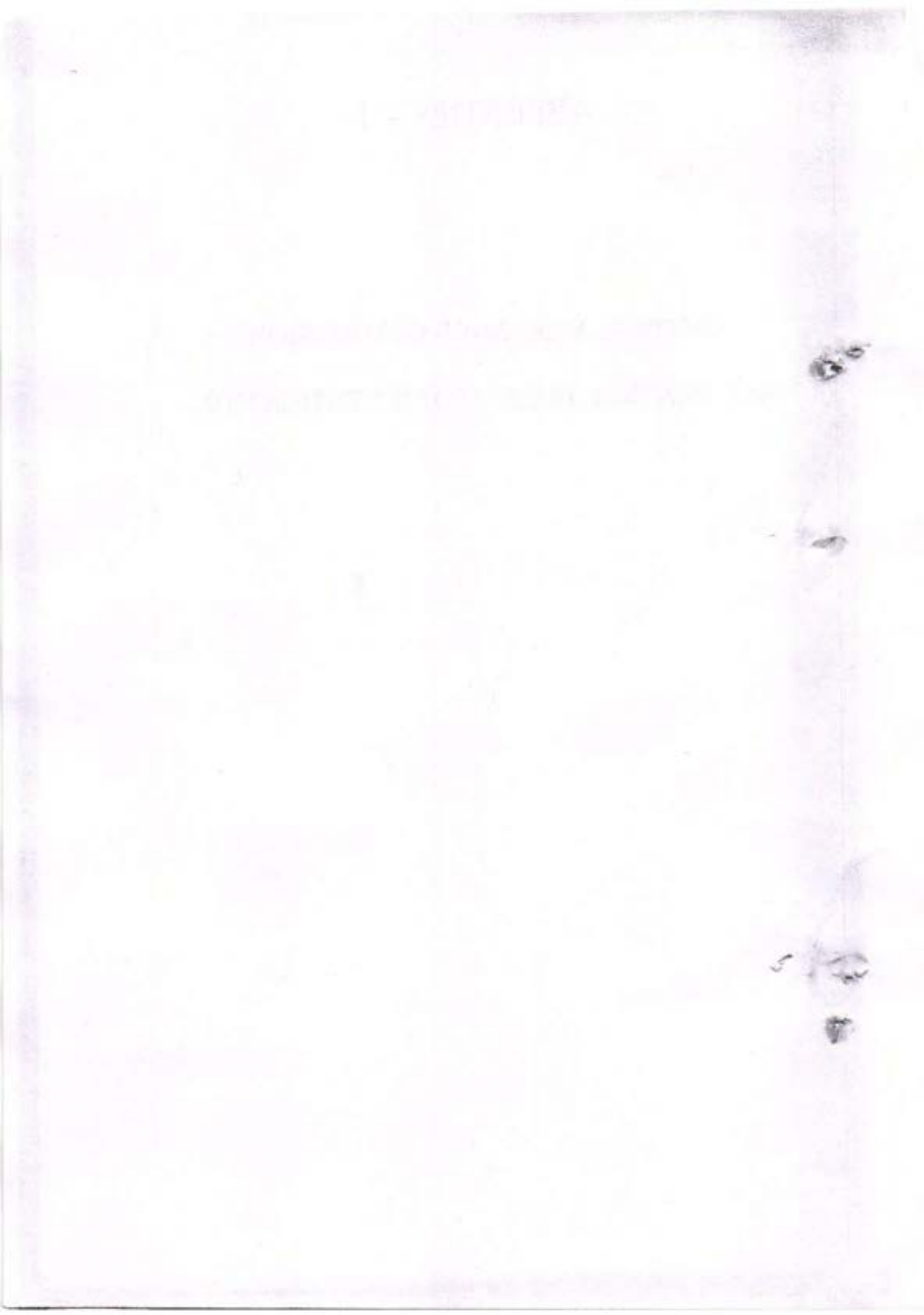
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# APPENDIX - I

## CENTRAL VIGILANCE COMMISSION AND CENTRAL BUREAU OF INVESTIGATION





# **1 Central Vigilance Commission**

## **1 Composition**

One man Commission headed by Central Vigilance Commissioner. He is appointed by President and can be removed by him after an enquiry by the Supreme Court.

## **2 Jurisdiction**

Employees of Central government, Union Territory, Public Undertaking, Nationalised Banks. It normally restricts itself to Enquiries against Gazetted Officers or equivalent level officers of Public Sector Units.

## **3 Functions**

The functions of the Central Vigilance Commission are purely advisory and the final decision rests with the Competent Disciplinary Authority.

Central Vigilance Commission looks into following types of cases:-

- (i) Straight forward cases of corruption, cheating, bribery, misappropriation, fraud and falsification of records.

(ii) Cases in which the officer has tried to obtain any pecuniary advantage for himself or for any other person by abusing his official power/authority.

(iii) Cases of unbecoming conduct such as partiality, nepotism undue interest in a particular party, accepting lavish gifts and hospitality.

(iv) Disproportionate assets cases.

Action against false complaints, disciplinary proceedings resulting from purely administrative lapses like insubordination, habitual late attendance, technical violation of conduct rules, procedural lapses are not vigilance cases and as such do not come within the purview of Commission.

#### 4 Role

Role of the Commission in promoting health among the public servants is as under :

- (i) to cause an investigation to be made into any act of a public servant, causing corruption, lack of integrity, misconduct;
- (ii) to consider the investigation report and to advise the disciplinary authority about the type of proceedings to be initiated( first stage advice);
- (iii) to nominate a Commissioner for Departmental Enquiries(CDI) to conduct an oral enquiry;



- (iv) to consider the report of the CDI and advise the disciplinary authority about the penalty to be imposed( second stage advice); and
- (v) Reconsideration cases.

## **5 Procedure**

- (i) The Commission does not have an Investigating Agency of its own. It gets fact finding enquiry made either from the departmental Authorities or from the CBI.
- (ii) Where complaints have been received by the Commission and the allegations are specific, serious and verifiable including anonymous, pseudonymous complaints, in those cases, Commission calls for Investigation reports from the departments concerned.
- (iii) In serious cases where private persons are to be contacted and record in private possession is to be seized, in such cases CBI is asked to register a case and send their investigation report to the Central Vigilance Commission.
- (iv) In respect of complaints which are investigated departmentally, the departments concerned on completion of the investigation, refer the case for the Commission's first stage advice alongwith a copy of the complaint, the report of preliminary investigations and provisional recommendation of the department.

(v) If the allegations are investigated by the CBI, the first stage advice of the Commission is sought in two categories:-

- the CBI has recommended regular departmental action.
- the CBI has proposed prosecution of a Public servant and sanction for his prosecution is to be issued in the name of President.

(vii)

The Commission tenders its advice to the disciplinary authority after seeking the comments of the departments on the report of the CBI. If the sanction for prosecution is not issued in the name of President, the CBI report is not sent to Commission. However if the CBI and the department differ with respect to grant of sanction for prosecution, then the differences are resolved by the Commission and its decision is final.

(vi) The type of action advised by the Commission at the time of tendering its first stage advice on the request of department or CBI are :-

- (a) Closure of case.
- (b) Initiation of minor penalty proceedings.
- (c) Initiation of major penalty proceeding and nomination of Commissioner of Departmental Inquiry (Officer of CVC)



- (d) Prosecution. If on CVC advice the Disciplinary Authority has issued sanction for prosecution, further developments needn't be intimated to the CVC.

(vii) The second stage advice is obtained :-

- (a) If CVC recommended minor penalty, and the disciplinary authority does not propose to impose any of the minor penalties.
- (b) If the CVC had advised departmental action for major penalty on the report of department/CBI, the regular enquiry is entrusted to one of the Commissioner of departmental Enquiries. The CDI submits its report to CVC who further advises which penalty is to be imposed.
- (c) If disciplinary authority is of opinion that the chargesheet deserves to be dropped then the matter is referred to CVC before dropping the matter.
- (d) In the event of there being difference of opinion between the Central Vigilance Commission and the department, the matter is referred to department of Personnel (Government of India) and its advice is final.



## 2 Central Vigilance Commission vs Punjab Vigilance Department

The functions of Central Vigilance Commission and Vigilance department are more or less same but the procedure is entirely different.

- (i) The Central Vigilance Commission does not have an investigating agency of its own. It will refer the complaints either to CBI or the department concerned for fact finding report. The Vigilance department has vigilance bureau as its investigating agency and can straightway ask the vigilance bureau to begin investigation after registration of Preliminary Enquiry/Regular Enquiry.
- (ii) The advice of CVC is not binding on the department. The CVC has no powers of punishing authority. The vigilance department on the other hand enjoys concurrent powers of punishing authority.
- (iii) If there is difference of opinion between the CBI and departmental authority competent to sanction prosecution (other than the President ) then the matter will have to be referred to CVC for resolving the difference and the Commission's advice in the case shall be final. Unlike CVC the vigilance department has no powers in regard to corporations and other statutory bodies.

### 3 Central Bureau of Investigation

1 In CBI only two types of cases are registered i.e. preliminary enquiries and regular cases. Preliminary enquiries are usually registered where information supplied appears to be doubtful yet definite enough to require check. It is also registered when some cognizable offence is made out but if prosecution is not considered desirable or not likely on the allegations or there are some difficulties. That is if the nature of allegation is such that only departmental action is intended then a preliminary enquiry is registered.

2 The Regular Case (RC), equivalent to FIR is registered if some cognisable offence is made out and prosecution is intended. It can be registered straight way or during investigation of the preliminary enquiry. The CBI ascertains as early as possible whether prosecution shall be launched or departmental action will be recommended. A regular case is registered when it becomes clear that the case will culminate in prosecution.

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## APPENDIX - II

### WORK LOAD OF THE DEPARTMENT



### **Work Load of the VD :**

At present the details of the cases are :

	With VB	With VD	With AD	Court
PE : 278	178	11	89	
RE: 550	333	22	193	
FIR: 913	314	5	24	570

### **Conviction rate :**

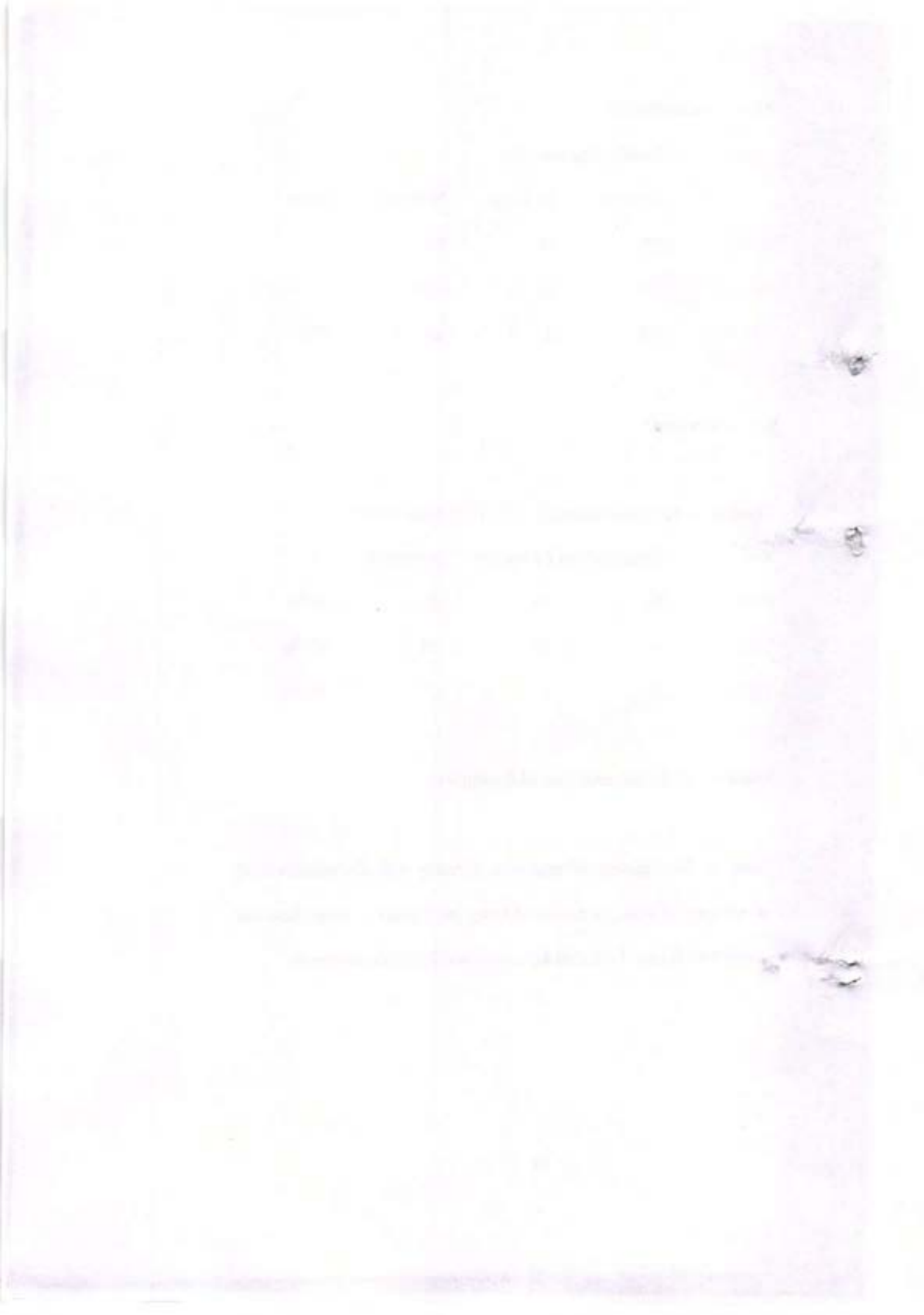
**Criminal cases decided during 1996-97( Financial Year )**

Year	Total Decided	Convicted	Acquitted	%
1995	51	13	38	26 %
1996	47	11	36	23 %
1997	32	5	27	16 %

### **Work Load of Commissioner of Enquiries :**

There are 16 departmental enquiries pending with Commissioner of Enquiries. Of them 13 have been referred to by the vigilance department and remaining 3 by Home, Technical Education and Forest departments.





## APPENDIX - III

### SUGGESTIONS FOR STRENGTHENING THE VIGILANCE DEPARTMENT





There is tremendous scope for improvement in the functioning of the department. The working of the department is not free from complaints. The department is not always successful in bringing the really corrupt officers to book. Some time the conduct of even well meaning officers becomes the subject of vigilance enquiries. The vigilance cases are invariably delayed. The officers are harassed in many other ways.

The government is conscious of these weaknesses of the department and is committed to toning it up and making it more effective. The matter of reorganisation of the department is at present under consideration by a committee under the chairmanship of the Chief Secretary.

The points under consideration for streamlining the department are summarised under suitable headings in the following pages.

## **1 Cognisance of Complaints**

1. As per present instructions anonymous complaints are to be destroyed and filed and no cognisance is to be taken of them. However this is not the practice and large number of enquiries are initiated on the basis of anonymous complaints. The department should take cognisance of anonymous complaints if the allegations are serious and verifiable.

2. Presently most of the enquiries are initiated on the orders of the Minister in Charge and Secretary Vigilance. It will be better if the complaints

are vetted by a committee headed by the Chief Secretary or Secretary Vigilance and comprising among others the Secretary of the administrative department to which the complaint relates. The committee before arriving at a conclusion should obtain the view point of the suspect officer. The enquiries should be ordered on the recommendation of this committee.

3. The enquiries are registered on the basis of complaints, source reports and reference from the administrative departments. There is too much reliance on affidavits and the source reports of the vigilance bureau. This is not justified. No enquiry should be registered without obtaining the view point of the officer. If this is done no enquiry need be held in number of cases and the officers will be saved from harassment.

## **2 Set Up of VB - Multidisciplinary Body**

1. The vigilance bureau is exclusively manned by police officers. There are handful officers from other departments to advise them on technical matters. As per the prevailing practice the vigilance department gets the complaints investigated from the vigilance bureau even though as per instructions it itself can also hold enquiries. The domination of the bureau by the police officers is not very healthy. Very few inquiries are taken up against the police officers.



2. The sphere of the administration has widened over the years. Complaints often contain allegations of complicated administrative or financial irregularities. The investigating officers of the bureau are junior level police officers and they are seriously handicapped in inquiring into such complaints. The officers from the IAS / PCS, Revenue, Accounts and Audit Services can be posted in the bureau and asked to investigate such complaints. They can take the assistance of the existing staff of the bureau.

3. If such officers can't be posted in the bureau then the vigilance department can refer the inquiries to selected officers posted in other departments.

4. The bureau can be converted into a multi member board headed by an IAS officer. The directors could be from the department of police, engineering, law etc.. Different departments could be assigned to different directors. If this is found to be too drastic then an IAS officers of suitable seniority can be inducted as additional chief of the bureau.

5. The Commissioner Enquiries at present has little work. His services can be utilised for conducting preliminary and regular enquiries.



### 3 Jurisdiction

The vigilance department is not very selective about the enquiries to be taken up. The department should confine itself to the following four types of cases :

1. Assets disproportionate to the known source of income ,
2. Allegations constituting offence under Prevention of Corruption Act, IPC and any other Act
3. Allegations of moral turpitude.
4. Some important case which the Govt. feels should be enquired into by the vigilance department.

Complaints regarding violation of rules/instructions should be referred to administrative department. Besides it should concentrate on the cases against gazetted officers.

### 4 Posting of the Officers in VB

The police officers are transferred to and from vigilance bureau by the DGP/ Home department without any consultation with the vigilance department even though no appointment in the bureau can be made without the concurrence of the vigilance department. This should be stopped.

2. The subordinate officials of the vigilance bureau are from the establishment of the DGP. The vigilance bureau should be made an independent Directorate.

## **5 Technical Officers**

1. The officers from other departments are posted with the vigilance bureau on regular basis. Not many officers are willing to work with the vigilance bureau. We may in consultation with the administrative department prepare a panel of officers who can be associated with a particular case. The vigilance bureau will not only have many officers to choose from but it will also enable them to have the opinion of an competent officer.

The vigilance bureau has some difficulty in getting the samples of materials tested from the laboratories. The fee is arranged by the administrative department. It sometimes takes a long time. The municipal councils and trusts don't deposit the funds in time and hamper the investigation. The vigilance bureau should be provided adequate funds for this purpose.

## **6 Source Report**

1. The instructions stipulate that source reports shall be carefully prepared and action shall be taken against the officer if the allegations are found to be



untrue. There is no provision for associating the officer against whom there is a complaint while preparing the report. It is absolutely essential that the officer be associated with the report. It will avoid enquiries on frivolous complaints and will be in the interest of the government and the officer.

2. Action should be taken against the officer recording a false source report.

## 7 Surprise Checking

The vigilance bureau conducts surprise checks of the on going works and stores. They often recommend registration of an enquiry or criminal case on the basis of this checking. The inspections can be very effective if conducted in a systematic and fair manner. The procedure requires to be streamlined.

## 8 Enquiries

There are two types of enquiries preliminary and regular enquiry. There is no distinction between them except that preliminary enquiry is required to be completed within 4 months and regular enquiry within 1 year. The method of investigation is the same and both are basically fact finding



enquiries. The CBI has only one type of enquiry i.e. preliminary enquiry. We may accordingly change the nomenclature to vigilance enquiry and fix a time limit of 3 months for its completion.

## **9 Criminal Case / Sanction for Prosecution**

1. The vigilance department faces great difficulties in obtaining sanction for prosecution of the suspects. It is to be given by the appointing authority. The administrative departments often hold a parallel enquiry and deny /delay the sanction on the ground that the trap was not genuine, the suspect had already done the work and therefore there was no motive, the complainant had animosity toward the officer and he had been falsely implicated. The parallel enquiries by the administrative departments should be avoided.

2. There are instructions that the sanction should be granted within 20 days and that action shall be taken against the officer who declines the sanction without any valid reasons. In spite of all this the sanction is invariably delayed / denied resulting in delay in the presentation of the challan which is to be presented within 6 months. The vigilance department has concurrent powers of the administrative department and sanction can be granted by it. But it is helpless if the sanction is to be granted by the authorities of the corporations and boards.

3. A committee headed by Secretary Vigilance and comprising of Chief Director vigilance bureau, Administrative Secretary and the head of department/ managing director can be constituted to oversee the progress of cases of sanction for prosecution. Matters where there is difference of opinion between the appointing authority and the vigilance department can be referred to this committee and its decision should be final in regard to grant of sanction of prosecution. In government of India such cases are referred to CVC whose decision is final.

4. As per Rules of Business decision whether to file an appeal against orders of acquittal in respect of cases registered by or transferred to the bureau is to be taken by the vigilance department. But the present practice is that these cases are treated as ordinary criminal cases and the matter is referred to Home department by the prosecution agency. This requires to be stopped and this work should be done by the vigilance department. Similarly cases registered by the bureau should be withdrawn by the government in the vigilance department and not the Home department.

## 10 Traps

1. One of the main reasons for poor conviction rate is witnesses not supporting the prosecution version. We order action under section 182 IPC and departmental action but it has not proved effective.



2 The vigilance bureau sometime doesn't exercise due caution while laying a trap. They shouldn't allow themselves to be used by private persons to settle scores with the officers. It should be ensured that there is adequate motive for demand and acceptance of money. The trap should be genuine. This will inspire confidence among the employees and will also improve the conviction rate.

3 A panel of witnesses can be prepared by the SP vigilance in consultation with the District Magistrate for every district.

## II Disproportionate Assets

1 The administrative departments don't ensure that the returns of property are filled in regularly by the employees. The returns are not scrutinised properly by the administrative department. They are accepted in routine. The Chief Vigilance Officers can rectify this weaknesses.

2 The administrative departments grant permission to the employees for raising loans from relations and friends in routine. The capacity of the lender is not seen. Nor do they bother about the repayment schedule. Under no circumstance they should grant ex post facto sanction after an investigation has been ordered.



3. The cases of assets are investigated after fixing a check period of 5 years or more. If the expenditure for this period exceeds the income by 10 % or more then a criminal case is registered under Prevention of Corruption Act. There are no well defined instructions as to which incomes are legitimate and are to be taken into account. Loans or gifts for which no permission has been taken from the competent authority should be ignored. Other incomes which have not been disclosed to the authorities concerned for example Income Tax should also be ignored. The investigating officers adopt arbitrary methods while investigating such cases. They sometime ignore such incomes and recommend registration of a criminal case. In some other cases they include such income on the ground that there has been minor lapse on the part of the employee in not seeking permission from his department. The employee is resultantly saved from the criminal case and subsequent prosecution in the court and departmental action is recommended for not seeking permission from the administrative department.

## **12 Chief Vigilance Officers**

1. The institution of Chief Vigilance Officer requires to be revitalised. If it is made effective the routine matters can be left to the administrative department and the vigilance department can concentrate on important matters.

2. The present system of vigilance is completely complaint oriented. Unless there is an complaint there is little likelihood of registration of a vigilance enquiry. It often results in harassment of officers who have initiative and drive. There is no system of identification of the corrupt officers in the administrative departments. The Chief Vigilance Officer can help the vigilance department in this aspect. He can get a list prepared of the officers enjoying bad reputation and vigilance department can keep an eye on them.

3. The Chief Vigilance Officer can monitor the progress of departmental enquiries pending in the department. The vigilance department can also ensure action on the complaints and enquiries referred to the administrative department by the vigilance department.

4. He can also assist the vigilance department in getting the sanction for prosecution from the administrative department.

### 13 Preventive action

1. The vigilance department has paid little attention to this aspect. There are number of departmental rules, instructions and procedures which give scope for corruption. Sometimes these rules do not serve much purpose and they can be dispensed with. The vigilance department in consultation with the Chief Vigilance Officer could identify such areas where there is scope for



corruption and where corruption can be reduced by suitably modifying rules, procedure etc.

2. The officers misuse their discretionary powers and indulge in corruption. The discretion and arbitrariness should be reduced to the extent possible.

3. Delay is another instrument resorted to by the officials to make money.

#### **14 Detection**

1. At present the cases are initiated on the basis of complaints received from the public or the employees. There is no system of detection of corruption cases in the various departments.

2. The inspection reports of the senior officers, audit parties and Comptroller and Auditor General paras highlight cases of corruption. They should be properly looked into and followed up.

#### **15 Delay**

The vigilance enquiries have become synonymous with delay. The inquiries linger on for various reasons. Effort should be made to check the delay in finalising the enquiries. Some of the common causes of delay are :



1. Non cooperation by the suspect
2. Lack of cooperation from the administrative department, delay in production of record.
3. Conversion of preliminary enquiry into regular enquiry and conversion of preliminary enquiry/regular enquiry into a criminal case. The vigilance bureau should decide in the early stage of the enquiry whether prosecution or departmental action will be warranted or intended. If prosecution is more likely then a criminal case should be registered straight away without waiting for the completion of the enquiry.
4. The inordinate delay in sanction for prosecution.
5. The administrative departments initiate inquiries and refer to vigilance department when much work has already done by them.
6. Preoccupation of vigilance department with unimportant cases and the consequent heavy work load.
7. Lack of faith in administrative departments and lack of response from them. It leads to more inquiries in the vigilance department. Regular meeting and monitoring with Chief Vigilance Officers can improve the situation.
8. Lack of monitoring of the cases by the vigilance department/vigilance bureau.
9. Improper investigation by the vigilance bureau resulting in frequent back references
10. Deliberate attempt to prolong the inquiries and delay action against the suspect by the staff of the vigilance bureau/vigilance department. It is quite common to accept representations from the suspects at the fag end of the

enquiry and even after completion of the enquiries and refer them to the investigating officers.

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## APPENDIX - IV





# INSTRUCTIONS

1877

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31-1-1967

From,

The Chief Secretary to Government, Punjab.

To,

- i) All Financial Commissioners.
- ii) All Administrative Secretaries.
- iii) Inspector General of Police/Addl. Inspector General of Police /DIG(CID).

Subject:- Enquiries against IAS/PCS Officers.

Sir.

I am directed to say that instances have come to the notice of Government where certain departments initiated enquiries into the conduct of IAS/PCS officers without the knowledge of the Chief Secretary (in the Services Departments). The matter has been examined very carefully and it has been decided that as the Chief Secretary is the Head of the Department in respect of all matters relating to IAS/PCS officers, no enquiry against an IAS/PCS officer should be ordered without his prior concurrence.

Yours faithfully.

Sd/-

G.Balakrishnan

Deputy Secretary Services & Political  
or C.S.

No.7462-V(1)-67/26554

15-9-1967

From

The Secretary to Govt. Punjab,  
Vigilance Deptt.

To

All Heads of Departments,  
All Deputy Commissioners in Districts,  
Registrar, High Court, Punjab and Haryana,  
All District Judges in the State etc.

Dated, Chandigarh, the 15<sup>th</sup> September, 1967

Sub: Eradication Of Corruption Procedure

I am directed to invite your attention to Punjab Govt. Notification No.6747-V(1)-67/19770 dated the 14th July, 1967, with which the institution of the Punjab State Vigilance Commission has been abolished, and to say that the work previously undertaken by the Vigilance Commission will henceforth be done by the Vigilance Department in the manner hereinafter described:-

**Para 1** The Vigilance Department shall have jurisdiction and powers in respect of following matters:-

(A) To initiate any preliminary investigation/inquiry into any transaction in which a public servant is suspected of having acted in a corrupt manner, which may be referred to it by the Administrative Department or comes to its notice or otherwise except a transaction relating to misconduct or misdemeanour of a public servant not involving corruption.

(B) To undertake or cause an inquiry or investigation to be made into :-



(a) any complaint of corruption and lack of integrity involving a gazetted public servant which may be referred to it by a department of the State Government.

(b) any other complaint or information in which a public servant including members of All India Services for the time being serving in connection with the affairs of the State of Punjab may or may not be involved.

(c) To call for reports, returns and statements from all departments of the State Government or Undertakings so as to bring about general liaison and co-ordination over the Vigilance and anti-corruption work in such departments and undertakings.

(d) To take over under its direct control such complaints/information or cases for further action, as

(i) to ask the Special Inquiry Agency to register a regular case and investigation it, or

(ii) to entrust the complaint, information or case for inquiry to the Special Inquiry Agency or to the Department or undertaking concerned, or

(iii) to hold itself an inquiry by taking evidence.

**NOTE I:** The Vigilance Department would not be concerned with the complaints against non-gazetted officials except when the complaint substantially involves a gazetted officer also.

**NOTE II:** The Vigilance Department, normally would not take cognizance of anonymous and pseudonymous complaints.

**NOTE III:** The Minister, the Deputy Minister, the Speaker and the Deputy Speaker, Punjab Legislative Assembly, the Chairman and the Deputy Chairman, Punjab Legislative Council the Judges, Punjab



High Court and the Members of the Judicial Services shall not be within the purview of the Vigilance Department.

(E) (1) Advise the Administrative Departments of the State Government in the matter of black -listing of any firm which might come to its adverse notice during the inquiry.

(2) In cases referred to in paragraph (D) (ii) above the report of the investigation/enquiry shall be forwarded to the Vigilance Department so that on consideration of the report and relevant records, it may advise the Department or undertakings concerned as to what further action is required to be taken in the matter.

(3) In cases where the report of inquiry has been forwarded to the Vigilance Department by the Special Inquiry Agency, the Vigilance Department may, while considering such report obtain the comments of the Department or Undertaking concerned.

(4) Where the Special Inquiry Agency considers that any practice or procedure followed by the Department or Undertaking is of such a nature that it affords scope for corruption or misconduct, the Vigilance Department may advise that such practice or procedure be appropriately altered or abandoned. The Vigilance Department may or may not suggest the manner of alteration or amendment in such cases.

(5) The Vigilance Department may obtain information about the action taken on its recommendations.

(6) The Vigilance Department shall have the power to call for periodical statements from the various departments or undertakings of the State government regarding inquiries conducted into complaints of corruption against the public servants by the departments/Undertakings.



Para 2 (1) In every department or undertaking of the State Government there shall be one Chief Vigilance Officer and a requisite number of Vigilance Officers who shall be appointed subject to the advice of the Vigilance Department. The Chief Vigilance Officer shall, as far as practicable be an officer next to the Secretary to the Government or Head of the Department, as the case may be and will work under his supervision. They will not be whole time officers but will be nominated to do this work in addition to their normal duties. While any officer not approved by the Vigilance Department may not be appointed as a Vigilance Officer, the control over the working and conduct of these officers shall be exclusively that of the Secretary to the Government or the Head of the Department, as the case may be.

(2) The Secretary, Vigilance Deptt. may record his assessment on the work of any Chief Vigilance Officer and forward the same to the Controlling Authority concerned in cases when in his opinion the good work done by the officer or not done should be brought to the notice of Government.

(3) The holding of inquiries, supervision over investigation, drawing up of formal charge sheets, compliance with procedural or legal requirements of these inquiries consultation with the Vigilance Department and final disposal of cases shall be decentralised and will become the responsibility of the Departments or undertakings concerned. Prosecution should be launched and where prior sanction for such prosecution is required under any law for the time being in force, the Agency shall simultaneously send a copy of its report to the Department or undertaking concerned for any comments which it may wish to forward to the Vigilance Department.

(4) Where the authority competent to sanction such prosecution :-

(a) is the State Government, the Director Special Inquiry Agency, will advise the Vigilance Department, after examining the case and considering any comment received from the



department or undertaking concerned whether or not prosecution should be sanctioned, whereafter the necessary advice would be communicated to Administrative Department and necessary orders will be issued by the Administrative Department in which the power to accord sanction shall vest; and

- (b) Is an authority other than the State Government and that authority does not propose to accord the sanction sought by the Special Inquiry Agency, the case shall be returned to the Vigilance Department and the aforesaid authority shall take further action after considering the advice of the Vigilance Department

(5) The Vigilance Department may entrust an oral inquiry in any departmental proceedings, except in petty cases, to a Commissioner/Inquiry Officer for Departmental inquiries to be appointed and attached to the Vigilance Department.

(6) The Commissioner/Inquiry Officer for Departmental Inquiries shall submit his report to the Vigilance Department and the Vigilance Department shall after examining the report forward the report to the appropriate punishing authority with its advice as to further action to be taken in the matter.

(7) Where the Vigilance Department finds that discretionary powers in the discharge of his duties were exercised by a public servant for improper or corrupt purposes, the Vigilance Department shall advise the Department or the undertaking concerned regarding the suitable action to be taken against the public servant concerned, and if it appears.

(8) The Special Inquiry Agency shall be an independent department, appointments to which shall be made on tenure basis subject to the concurrence of the Vigilance Department. The annual assessment of the



~~work~~ of the Head of this Department will be made by the Secretary, Vigilance Department.

(9) The officers of the Department shall continue to enjoy the ~~power~~ of investigation vested in the Police officers of the general police ~~department~~ as is the case at present.

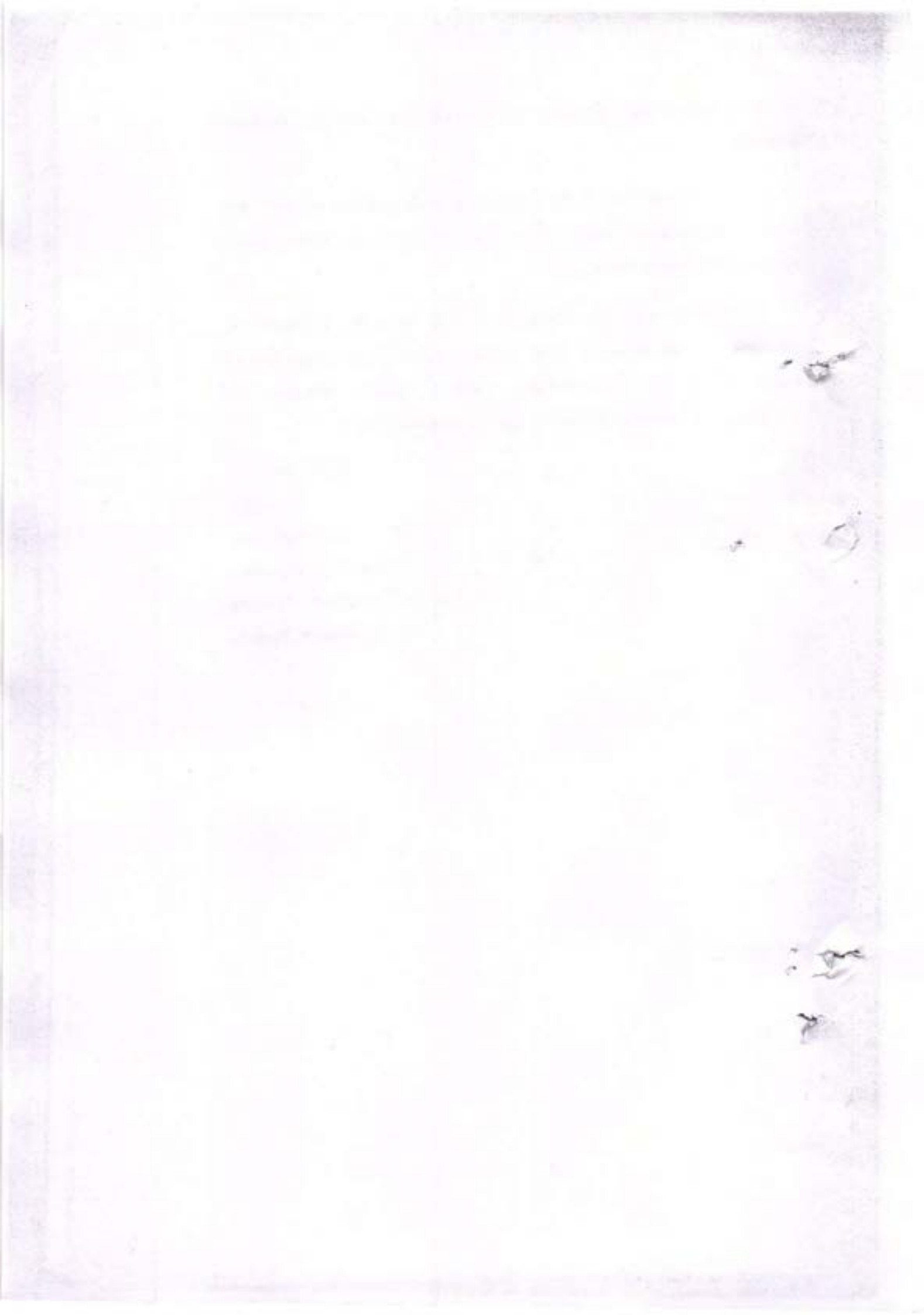
(10) The Vigilance Department shall take the initiative in ~~identifying~~ persons who are found to have made false complaints of ~~corruption~~ or lack of integrity against public servants, in ~~investigations~~ inquiries entertained by the Vigilance Department

Yours faithfully

Sd/-

(S.K.Sudhakar)

Under Secy. Vigilance,  
for Secretary to Government, Vigilance  
Department, Punjab.



8-2-1968

Copy of letter No .11286 -(V-I)-67 dated 8.2.1968 from the Secretary to Govt. Punjab, Vigilance Deptt. to all Heads of Departments and Registrar, High Court, Punjab and Haryana and others.

Sub: Functions Of The Chief Vigilance Officers/ Vigilance Officers

Dated 8-2-1968

I am directed to invite your attention to the instructions contained in para 2(1) &(2) of Punjab Government letter No .7462-V(1)-67/26554 dated 15/9/1967 and to say that though the Chief Vigilance Officer /Vigilance Officers have been appointed yet they are not functioning efficiently and their appointment seems to be a mere formality. The main functioning of the Chief Vigilance Officers/Vigilance Officers by way of assisting the Heads of their Departments are as under:-

- (i) Detection of corruption and corrupt officers in the Departments , to prepare lists of corrupt officers or enjoy bad reputation and to ensure effective supervision over them and to so regulate their postings that they do not have scope to indulge in corruption .
- (ii) To pass on information to the Vigilance Department and the Special Inquiry Agency regarding the officers mentioned in the fore-going clause so that they can also keep an eye over them.
- (iii) Ensuring prompt and effective departmental actions/prosecution in courts of corrupt officers when evidence is available, keeping watch over proceedings against the defaulters so that delay does not allow the defaulters to escape punishment.



1870  
The first of the year was a very  
dry one, and the crops were  
very poor.

The second of the year was a  
very wet one, and the crops  
were very good.

The third of the year was a  
very dry one, and the crops  
were very poor. The fourth  
of the year was a very wet  
one, and the crops were very  
good.

The fifth of the year was a  
very dry one, and the crops  
were very poor. The sixth  
of the year was a very wet  
one, and the crops were very  
good.

The seventh of the year was a  
very dry one, and the crops  
were very poor. The eighth  
of the year was a very wet  
one, and the crops were very  
good.

The ninth of the year was a  
very dry one, and the crops  
were very poor. The tenth  
of the year was a very wet  
one, and the crops were very  
good.

- To check and review the procedures adopted in the Department, if necessary, with the assistance of the Vigilance Department and Special Inquiry Agency to plug loop holes where ever existing which facilitate corruption.
  - To provide assistance regarding departmental rules and procedure to the Investigation Officers of the Special Inquiry Agency .
  - To refer difficult and complicated cases to Special Inquiry Agency through the Vigilance Department for investigation.
  - To scrutinise cases of compulsory retirements of corrupt officers at the stage of 55 to check up cases of compulsory retirement of corrupt Government servants even earlier if permitted by law and rules.
  - To scrutinise property returns of Government servants to detect corruption or un-reasonable accumulation of property.
  - To scrutinize reports and have these items included in them investigated which appear to involve an element of corruption.
  - To act as a Liaison Officer between their own department and the Vigilance Department including the Special Inquiry Agency.
- I am to request you to ensure that the Chief Vigilance Officer/ Vigilance Officer in your Department perform their duty well.

— \* — \* —

ਵੱਲੋਂ

ਸਕੱਤਰ ਚੋਕਸੀ ਵਿਭਾਗ, ਪੰਜਾਬ।

ਸੇਵਾ ਵਿਖੇ,

ਪੰਜਾਬ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖ ਅਧਿਕਾਰੀ  
ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ, ਜ਼ਿਲ੍ਹਿਆਂ ਦੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ, ਰਜਿਸਟਰਾਰ  
ਪੰਜਾਬ ਹਾਈ ਕੋਰਟ ਅਤੇ ਰਾਜ ਵਿੱਚ ਜ਼ਿਲ੍ਹਾ ਦੇ ਸੈਸ਼ਨ ਜੱਜ।

ਮਿਤੀ : 1/6/1968

ਵਿਸ਼ਾ : ਡਰਿਸਟਾਚਾਰ ਦਾ ਖਾਤਮਾ ਕਰਨਾ।

ਸ੍ਰੀ ਮਾਨ ਜੀ,

ਚੋਕਸੀ ਕਮਿਸ਼ਨ ਖਤਮ ਕਰਨ ਤੋਂ ਪਿੱਛੋਂ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਪੱਤਰ ਨੰ: 7462-ਵੀ (1)-67/26554 ਮਿਤੀ 15/9/67 ਨਾਲ ਚੋਕਸੀ ਵਿਭਾਗ ਦਾ ਆਕਾਰ ਅਤੇ ਉਸਦੇ ਕੰਮ ਚੱਲੇ ਗਏ ਸਨ, ਉਸ ਵੱਲ ਮੈਨੂੰ ਆਪ ਜੀ ਦਾ ਧਿਆਨ ਦਿਵਾਣ ਅਤੇ ਇਹ ਕਹਿਣ ਦਾ ਹੁਕਮ ਹੋਇਆ ਹੈ ਕਿ ਸਰਕਾਰ ਨੇ ਚੋਕਸੀ ਵਿਭਾਗ ਨੂੰ ਅਤੇ ਖਾਸ ਕਰਕੇ ਸਪੈਸ਼ਲ ਇਨਕੁਐਰੀ ਏਜੰਸੀ ਦੇ ਡਾਇਰੈਕਟਰ ਨੂੰ ਹੁਣੇ ਜਿਹੇ ਹੀ ਤਕੜਿਆਂ ਕੀਤਾ ਹੈ ਤਾਂ ਕਿ ਸਰਕਾਰੀ ਕਰਮਚਾਰੀਆਂ ਵਿੱਚੋਂ ਡਰਿਸਟਾਚਾਰ ਖਤਮ ਕਰਨ ਦੀ ਮੁਹਿੰਮ ਨੂੰ ਤੇਜ਼ ਕੀਤਾ ਜਾ ਸਕੇ। ਚੋਕਸੀ ਵਿਭਾਗ ਦੀ ਸਪੈਸ਼ਲ ਇਨਕੁਐਰੀ ਏਜੰਸੀ ਦੇ ਫੋਟੋ ਫੋਟੋ ਯੂਨਿਟ ਹਰ ਜਿਲ੍ਹੇ ਵਿੱਚ ਬਣਾ ਦਿੱਤੇ ਗਏ ਹਨ ਅਤੇ ਹੁਣ ਇਹ ਵਿਭਾਗ ਅਗਜ਼ਟੀ ਅਫਸਰਾਂ ਵਿਰੁੱਧ ਆਈਆਂ ਡਰਿਸਟਾਚਾਰ ਦੀਆਂ ਸ਼ਕਾਇਤਾਂ ਨੂੰ ਵੀ ਪਰਖੇ ਪੜਤਾਲੇਗਾ।

2. ਇਹ ਗੱਲ ਫਿਰ ਪੂਰੇ ਜ਼ੋਰ ਨਾਲ ਦੁਹਰਾਈ ਜਾਂਦੀ ਹੈ ਕਿ ਡਰਿਸਟਾਚਾਰ ਦਾ ਮੂਲ ਖਾਤਮਾ ਕਰਨ ਦੀ ਪਹਿਲੀ ਜ਼ਿੰਮੇਵਾਰੀ ਸਬੰਧਤ ਮਹਿਕਮੇ ਦੇ ਮੁੱਖ ਅਧਿਕਾਰੀ ਦੀ ਹੈ ਅਤੇ ਮਹਿਕਮੇ ਦੇ ਸਕੱਤਰ ਲਈ ਇਹ ਜ਼ਰੂਰੀ ਹੈ ਕਿ ਉਹ ਵੇਖੇ ਕਿ ਇਹ ਜ਼ਿੰਮੇਵਾਰੀ ਨਿਪੁੰਨਤਾ ਨਾਲ ਨਿਭਾਈ ਜਾ ਰਹੀ ਹੈ। ਇਸੇ ਕਰਕੇ ਹੀ ਮੁੱਖ ਚੋਕਸੀ ਅਫਸਰ ਅਤੇ ਚੋਕਸੀ ਅਫਸਰ ਹਰ ਮਹਿਕਮੇ ਵਿੱਚ ਬਾਪੇ ਗਏ ਸਨ ਤਾਂ ਜੋ ਡਰਿਸਟਾਚਾਰ ਵਿਰੁੱਧ ਮੁਹਿੰਮ ਜ਼ੋਰ ਨਾਲ ਚਲਾਈ ਜਾ ਸਕੇ। ਇਨ੍ਹਾਂ ਅਫਸਰਾਂ ਨੇ ਮਹਿਕਮਿਆਂ ਦੇ ਮੁੱਖ ਅਫਸਰਾਂ ਨੂੰ ਡਰਿਸਟਾਚਾਰ ਦੀ ਖੋਜ ਕਢਣ ਅਤੇ ਉਸਨੂੰ ਮੂਲ ਖਤਮ ਕਰਨ ਵਿੱਚ ਸਹਾਇਤਾ ਦੇਣੀ ਹੈ ਅਤੇ ਚੋਕਸੀ ਵਿਭਾਗ ਨਾਲ ਤਾਲ ਮੇਲ ਰੱਖਣਾ ਹੈ। ਇਨ੍ਹਾਂ ਅਫਸਰਾਂ ਦੀ ਨਿਯੁਕਤੀ ਦੀ ਵਿਧੀ ਸਰਕਾਰ ਦੀ ਗਸਤੀ ਚਿੱਠੀ ਨੰ : 7462-ਵੀ (1)-67/26554 ਮਿਤੀ : 15-9-67 ਰਾਹੀਂ ਅਗੇ ਹੀ ਸਪਸ਼ਟ ਕੀਤੀ ਜਾ ਚੁੱਕੀ ਹੈ।



ਸਮੇਂ ਵਿੱਚੋਂ ਕਿ ਅਗੇ ਸਿਕਰ ਕੀਤਾ ਜਾ ਚੁੱਕਾ ਹੈ ਚੌਕਸੀ ਵਿਭਾਗ ਸਪੈਸ਼ਲ ਇਨਕੁਐਰੀ ਏਜੰਸੀ ਤੇ ਇਸ ਨਿਯਮ ਲਈ ਨੀਅਤ ਕੀਤੇ ਹੋਰ ਅਮਲੇ ਰਾਹੀਂ ਹੁਣ ਸਿਰਫ ਗਜ਼ਟੀ ਅਫਸਰਾਂ ਵਿਰੁੱਧ ਹੀ ਨਹੀਂ ਸਗੋਂ ਅਗਜ਼ਟੀ ਅਫਸਰਾਂ ਵਿਰੁੱਧ ਸ਼ਕੋਤਾਂ ਦੀ ਜਾਂਚ ਕਰੇਗਾ। ਇਹ ਵਿਭਾਗ ਡਰਿਸਟਾਚਾਰ ਸਬੰਧੀ ਮਾਮਲਿਆਂ ਦੀ ਪੜਤਾਲ ਲਈ ਆਪਣੇ ਆਪ ਵਿਭਾਗਾਂ ਦੀ ਮੰਗ ਤੇ ਕਰਵਾਏਗਾ। ਸਿਰਫ ਉਹੀ ਕੇਸ ਚੌਕਸੀ ਵਿਭਾਗ ਨੂੰ ਭੇਜੇ ਜਾਣਗੇ ਜਿਨ੍ਹਾਂ ਵਿਚ ਸਬੰਧਤ ਮਹਿਕਮਿਆਂ ਤੋਂ ਆਪ ਨਹੀਂ ਘੋਖੇ ਜਾਂਦੇ।

ਸਮੇਂ ਸਮੇਂ ਸਿਰ ਹਦਾਇਤਾਂ ਜਾਰੀ ਕੀਤੀਆਂ ਜਾ ਚੁੱਕੀਆਂ ਹਨ ਕਿ ਜਿੱਥੇ ਹੋ ਸਕੇ ਸਾਰੇ ਵਿਭਾਗ ਤੇ ਅਫਸਰਾਂ ਪ੍ਰਤੀ ਮਿਲਵਰਤਾਂ ਅਤੇ ਸਹਾਇਤਾ ਸਪੈਸ਼ਲ ਇਨਕੁਐਰੀ ਏਜੰਸੀ ਅਤੇ ਚੌਕਸੀ ਵਿਭਾਗ ਦੇ ਹੋਰ ਅਫਸਰਾਂ ਨੂੰ ਪੁੱਛ ਪੜਤਾਲ ਅਤੇ ਜਾਂਚ ਦੇ ਸਮੇਂ ਦੇਣਗੇ ਖਾਸ ਕਰਕੇ:-

ੳ ਫਿਕਾਰਡ ਨੂੰ ਤੁਰੰਤ ਹਵਾਲੇ ਕਰਨਾ।

ੴ ਉਨ੍ਹਾਂ ਅਫਸਰਾਂ ਨੂੰ ਜਿਨ੍ਹਾਂ ਤੋਂ ਕਿ ਪੁੱਛ ਗਿੱਛ ਕਰਨੀ ਹੈ ਜਾਂ ਬਿਆਨ ਲੈਣੇ ਹਨ ਜਲਦੀ ਹਾਜ਼ਰ

ੳ ਸਬੰਧਤ ਵਿਵਰਣ ਅਤੇ ਟੈਕਨੀਕੀ ਰਾਏ ਜਦੋਂ ਮੰਗੀ ਜਾਵੇ ਛੇਤੀ ਤੋਂ ਛੇਤੀ ਦੇਣਾ।

ੳ ਚੌਕਸੀ ਵਿਭਾਗ/ਸਪੈਸ਼ਲ ਇਨਕੁਐਰੀ ਏਜੰਸੀ ਵਲੋਂ ਮੰਗੀ ਗਈ ਸੂਚਨਾ ਤੁਰੰਤ ਦੇਣਾ।

ਇਹ ਗੱਲਾਂ ਦੁਬਾਰਾ ਕਹਿਣ ਦੀ ਇਸ ਲਈ ਲੋੜ ਪਈ ਹੈ ਕਿ ਕੁਝ ਇਹੋ ਜਿਹੀਆਂ ਘਟਨਾਵਾਂ ਸਰਕਾਰ ਦੇ ਨੋਟਿਸ ਅਧੀਨ ਆਈਆਂ ਹਨ ਜਿੱਥੇ ਕਿ ਚੌਕਸੀ ਵਿਭਾਗ ਵਲੋਂ ਹੋ ਰਹੀਆਂ ਪੁੱਛ ਪੜਤਾਲਾਂ ਅਤੇ ਜਾਂਚਾਂ ਵਿੱਚ ਜਾਣ ਬੁੱਝ ਕੇ ਰੁਕਾਵਟਾਂ ਪਾਈਆਂ ਗਈਆਂ ਅਤੇ ਰੁਕਾਵਟਾਂ ਪਾਈਆਂ ਗਈਆਂ ਹਨ।

ਇਸ ਹੋਰ ਨੁਕਤਾ ਜੋਰ ਦੇਣ ਯੋਗ ਹੈ ਕਿ ਜਦੋਂ ਚੌਕਸੀ ਵਿਭਾਗ ਕਿਸੇ ਪੁੱਛ ਪੜਤਾਲ ਨੂੰ ਹੱਥ ਵਿੱਚ ਲੈ ਲਵੇ ਤਾਂ ਉਸੇ ਦੂਸਰੇ ਦੇ ਆਧਾਰ ਤੇ ਸਬੰਧਤ ਵਿਭਾਗ ਨੂੰ ਨਾਲ ਨਾਲ ਕੋਈ ਹੋਰ ਜਾਂਚ ਪੜਤਾਲ ਨਹੀਂ ਕਰਨੀ ਚਾਹੀਦੀ ਸਗੋਂ ਸਾਰਾ ਮਾਮਲਾ ਚੌਕਸੀ ਵਿਭਾਗ ਦੀ ਗਿਆਤ ਵਿੱਚ ਲਿਆ ਕੇ ਡਰਿਸਟਾਚਾਰ ਨਾਸ਼ਕ ਮਹਿਕਮੇ ਨੂੰ ਸਪੈਸ਼ਲ ਨੰਬਰ 19949-ਏਸੀਡੀ-57/7401 ਮਿਤੀ 27/9/57 ਦੇ ਪੈਰਾ 1 ਵਿੱਚ ਦਿੱਤੀਆਂ ਹਦਾਇਤਾਂ ਅਨੁਸਾਰ ਦਿੱਤੀਆਂ ਜਾਂਦਾ ਹੈ ਜੋ ਕਿ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀਆਂ ਆਦਿ ਦੇ ਨਾਂ ਸੀ।

ਸਪੈਸ਼ਲ ਇਨਕੁਐਰੀ ਏਜੰਸੀ ਦੇ ਮੁੱਖੀ ਕੰਮ ਇਹ ਹੋਣਗੇ:-

ੳ ਵੱਡੀ ਖੋਰ ਕਰਮਚਾਰੀਆਂ ਵਿਰੁੱਧ ਵਿਵਰਣ/ਗੁਪਤ ਸੂਚਨਾਵਾਂ ਇਕੱਠੀਆਂ ਕਰਨੀਆਂ।

(ਅ) ਵੱਢੀ ਖੋਰ ਕਰਮਚਾਰੀਆਂ ਵਿਰੁੱਧ ਪੁੱਛ ਪੜਤਾਲ/ਜਾਂਚ ਕਰਨੀ। ਡਾਇਰੈਕਟਰ ਸਪੈਸ਼ਲ ਇਨਕੁਐਟਿੰਗ ਏਜੰਸੀ ਹਰ ਹਫ਼ਤੇ ਦਰਜ ਕਰਾਏ ਗਏ ਮੁਕੱਦਮਿਆਂ ਬਾਰੇ ਰਿਪੋਰਟ ਸਰਕਾਰ ਨੂੰ ਘਲਟਗੇ ਤੇ 100 ਰੁ ਮਾਸਿਕ ਤੋਂ ਵੱਧ ਵੇਤਨ ਵਾਲੇ ਅਗਜ਼ਟੀ ਅਮਲੇ ਵਿਰੁੱਧ ਸਜ਼ਾ ਦਾ ਨਿਰਣਾ ਚੌਕਸੀ ਵਿਭਾਗ ਵਿੱਚ ਸਰਕਾਰ ਦੀ ਪ੍ਰਵਾਨਗੀ ਉਪਰੰਤ ਹੀ ਲਿਆ ਜਾ ਸਕੇਗਾ। ਜਦੋਂ ਸਰਕਾਰ ਪਾਸ ਕਿਸੇ ਅਗਜ਼ਟੀ ਕ੍ਰਮਚਾਰੀ ਵਿਰੁੱਧ ਕੋਈ ਕਾਗਜ਼ ਚਲ ਰਹੇ ਹੋਣ ਤੇ ਡਾਇਰੈਕਟਰ ਸ. ਏ. ਏ. ਵੀ ਉਸੇ ਕਰਮਚਾਰੀ ਵਿਰੁੱਧ ਪੜਤਾਲ ਅਰੰਭ ਲਵੇ ਤਾਂ ਹਫ਼ਤਾਵਾਰੀ ਰਿਪੋਰਟ ਵਿੱਚ ਸੂਚਨਾ ਮਿਲਣ ਉਪਰੰਤ ਸਬੰਧਤ ਕਾਗਜ਼ ਡਾਇਰੈਕਟਰ ਜੀ ਨੂੰ ਭੇਜ ਦਿਤੇ ਜਾਣਗੇ। ਇਵੇਂ ਹੀ ਡਾਇਰੈਕਟਰ ਸਾਹਿਬ ਸਬੰਧਿਤ ਮਹਿਕਮੇ ਵਿੱਚ ਚਲ ਰਹੇ ਕਾਗਜ਼ ਪੱਤਰ ਵੀ ਆਪਣੇ ਹੱਥ ਵਿਚ ਲੈ ਲੈਣਗੇ।

(ੲ) ਗਜ਼ਟੀ ਅਫਸਰਾਂ ਵਿਰੁੱਧ ਸਰਕਾਰ ਦੇ ਚੌਕਸੀ ਵਿਭਾਗ ਦੇ ਕਹਿਣ ਤੇ ਪੁੱਛ ਪੜਤਾਲ ਜਾਂਚ ਕਰਨੀ।

(ਸ) ਛਾਪੇ ਮਾਰਨੇ ਅਤੇ ਤਲਾਸ਼ੀਆਂ ਲੈਣੀਆਂ ਵੱਢੀ ਖੋਰ ਕਰਮਚਾਰੀਆਂ ਨੂੰ ਮੌਕੇ ਤੇ ਫੜਨਾ ਅਤੇ ਦੋਸ਼ੀਆਂ ਵਿਰੁੱਧ ਸਬੂਤਾਂ ਨੂੰ ਕਬਜ਼ੇ ਵਿਚ ਕਰਨੇ।

(ਹ) ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀਆਂ ਅਤੇ ਹੋਰ ਉੱਚੀ ਪੱਧਰ ਦੇ ਅਫਸਰਾਂ ਉੱਤੇ ਛਾਪੇ ਬਿਨਾਂ ਸਰਕਾਰ ਦੇ ਮਨਜ਼ੂਰੀ ਲੈਣ ਦੇ ਨਹੀਂ ਮਾਰੇ ਜਾਣਗੇ।

(ਕ) ਸਰਬ ਹਿੰਦ ਸੇਵਾ ਅਤੇ ਪੰਜਾਬ ਸਿਵਲ ਸੇਵਾ ਦੇ ਅਫਸਰਾਂ ਤੇ ਜੋ ਕਿ ਪੈਰਾ (1) ਵਿੱਚ ਨਹੀਂ ਆਉਂਦੇ ਵੀ ਛਾਪੇ ਸਰਕਾਰ ਦੀ ਮਨਜ਼ੂਰੀ ਲੈਣ ਤੋਂ ਮਗਰੋਂ ਹੀ ਮਾਰੇ ਜਾਣਗੇ।

(ਖ) ਗਜ਼ਟੀ ਅਫਸਰਾਂ ਤੇ ਜੋ ਕਿ ਪੈਰਾ (1) ਅਤੇ (11) ਵਿੱਚ ਨਹੀਂ ਆਉਂਦੇ ਛਾਪੇ ਡਾਇਰੈਕਟਰ ਸਪੈਸ਼ਲ ਇੰਨਕੁਐਟਿੰਗ ਏਜੰਸੀ ਜਾਂ ਉਹਦੀ ਗੈਰਹਾਜ਼ਰੀ ਵਿੱਚ ਸੁਪਰਡੈਂਟ ਪੁਲਿਸ ਸਪੈਸ਼ਲ ਇੰਨਕੁਐਟਿੰਗ ਏਜੰਸੀ ਦੀ ਮਨਜ਼ੂਰੀ ਨਾਲ ਮਾਰੇ ਜਾਣਗੇ ਜਦੋਂ ਇਹ ਦੋਵੇਂ ਅਫਸਰ ਛਾਪੇ ਮਾਰਨ ਲਈ ਸਲਾਹ ਲੈਣ ਵਾਸਤੇ ਨਾ ਮਿਲ ਸਕਣ ਅਤੇ ਛਾਪਾ ਤਤਕਾਲ ਮਾਰਨਾ ਜ਼ਰੂਰੀ ਹੋਵੇ ਤਾਂ ਸਬੰਧਤ ਜਿਲੇ ਦੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ ਦੀ ਮਨਜ਼ੂਰੀ ਲਈ ਜਾ ਸਕਦੀ ਹੈ।

ਨੋਟ : ਗਜ਼ਟੀ ਅਫਸਰਾਂ ਉੱਤੇ ਛਾਪੇ ਆਮ ਤੌਰ ਤੇ ਗਜ਼ਟੀ ਅਫਸਰ ਦੀ ਨਿਗਰਾਨੀ ਹੇਠ ਹੀ ਮਾਰੇ ਜਾਣਗੇ ਪਰੰਤੂ ਗਜ਼ਟੀ ਅਫਸਰਾਂ ਦੀ ਗਰਿਫਤਾਰੀ ਚੌਕਸੀ ਵਿਭਾਗ ਵਿੱਚ ਸਰਕਾਰੀ ਮਨਜ਼ੂਰੀ ਲੈਕੇ ਹੀ ਕੀਤੀ ਜਾਵੇਗੀ।



ਸਰਕਾਰੀ ਕੋਢੀਆਂ ਦੀ ਅਯੋਗ ਵਰਤੋਂ ਤੋਂ ਰੋਕਣਾ।

ਕੋਢੀਆਂ ਦੀ ਅਦਾਲਤਾਂ ਵਿੱਚ ਜਾਂ ਮਹਿਕਮੇ ਦੇ ਪੜਤਾਲੀਆਂ ਅਫਸਰਾਂ ਸਾਹਮਣੇ ਮਹਿਕਮਾਨਾ ਕਾਰਵਾਈ ਦੀ ਪੈਰਵੀ ਕਰਨੀ।

ਸਰਕਾਰ ਕਮਿਟੀ ਅਤੇ ਅਗਜਟੀ ਕਰਮਚਾਰੀਆਂ ਵਿਰੁੱਧ ਚਲ ਰਹੀਆਂ ਜਿਨ੍ਹਾਂ ਪੜਤਾਲਾਂ ਤੇ ਜਿਨ੍ਹਾਂ ਕੇਸਾਂ ਵਲੋਂ ਰਿਪੋਰਟ ਮੰਗੇ ਉਨ੍ਹਾਂ ਬਾਰੇ ਰਿਪੋਰਟ ਦੇਣੀ।

ਕਮਿਟੀ ਅਫਸਰਾਂ ਵਿਰੁੱਧ ਮਹਿਕਮਾਨਾ ਕਾਰਵਾਈ ਜੋ ਕਿ ਚੌਕਸੀ ਵਿਭਾਗ ਦੀ ਪੁੱਛ ਪੜਤਾਲ ਦੇ ਆਧਾਰ 'ਤੇ ਕੀਤੀ ਜਾਵੇ ਤੇ ਚੌਕਸੀ ਵਿਭਾਗ ਦੇ ਪੜਤਾਲੀਆਂ ਅਫਸਰਾਂ ਨੂੰ ਜੋ ਇਸੇ ਮੰਤਵ ਲਈ ਨਿਯੁਕਤ ਕੀਤਾ ਜਾਵੇ, ਸੋਪੀ ਜਾਵੇਗੀ। ਮਹਿਕਮਾਨਾ ਕਾਰਵਾਈ ਅਗਜਟੀ ਅਫਸਰਾਂ ਦੇ ਵਿਰੁੱਧ ਸਬੰਧਤ ਮਹਿਕਮੇ ਨੂੰ ਸੋਪੀ ਜਾਵੇਗੀ।

ਇਹ ਹਦਾਇਤਾਂ ਇਸ ਮਹਿਕਮੇ ਦੇ ਪੱਤਰ ਨੰਬਰ: 7462-ਵੀ (1)-67/26554 ਮਿਤੀ: 15/9/67 ਨਾਲ ਜਾਰੀ ਕੀਤੀਆਂ ਹਿਦਾਇਤਾਂ ਦੀ ਪੁਸ਼ਟੀ ਵਿੱਚ ਹਨ।

ਵਿਸ਼ਵਾਸਪਾਤਰ

ਸਹੀ/-

ਅਧੀਨ ਸਕੱਤਰ।

ਵਾਸਤੇ ਸਕੱਤਰ, ਚੌਕਸੀ ਵਿਭਾਗ, ਪੰਜਾਬ।

ਜਿਸ ਤਹਿਤ ਹੇਠ ਲਿਖੇ ਅਫਸਰਾਂ ਨੂੰ ਸੂਚਨਾ ਲਈ ਭੇਜੀ ਜਾਂਦੀ ਹੈ:-

- (1) ਵਿੱਤ ਕਮਿਸ਼ਨਰ (ਮਾਲ), ਪੰਜਾਬ ਸਰਕਾਰ
- (2) ਸਮੂਹ ਪਰਬਾਸਨੀ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ।

ਸਹੀ/-

ਅਧੀਨ ਸਕੱਤਰ।

ਵਾਸਤੇ ਸਕੱਤਰ, ਚੌਕਸੀ ਵਿਭਾਗ, ਪੰਜਾਬ।



ਵੱਲ

- (1) ਵਿੱਤ ਕਮਿਸ਼ਨਰ (ਮਾਲ) ਪੰਜਾਬ ਸਰਕਾਰ
- (2) ਸਮੂਹ ਪਰਬਾਸਨੀ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ।

ਗ:ਸ:ਨੰ: 2462-ਚ (12)-68/597 ਮਿਤੀ : ਮਈ, 1968

ਇੱਕ ਕਾਪੀ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਮੁੱਖ ਮੰਤਰੀ ਸਮੂਹ ਮੰਤਰੀਆਂ/ਰਾਜ ਮੰਤਰੀਆਂ ਦੀ ਸੂਚਨਾ ਲਈ ਉਨ੍ਹਾਂ ਦੇ ਸਕੱਤਰਾਂ/ਨਿੱਜੀ ਸਕੱਤਰਾਂ ਨੂੰ ਭੇਜੀ ਜਾਂਦੀ ਹੈ।

ਸਹੀ/-

ਅਧੀਨ ਸਕੱਤਰ।

ਵਾਸਤੇ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ

ਚੌਕਸੀ ਵਿਭਾਗ, ਪੰਜਾਬ।

ਵੱਲ

ਸਮੂਹ ਸਕੱਤਰ/ਨਿੱਜੀ ਸਕੱਤਰ

ਮੁੱਖ ਮੰਤਰੀ/ਮੰਤਰੀ/ਰਾਜ ਮੰਤਰੀ/ਉਪ ਮੰਤਰੀ, ਪੰਜਾਬ।

ਗ:ਸ:ਨੰ: 2462-ਚ (12)-68/ ਮਿਤੀ : 1/6 ਮਈ, 1968

ਨੰ: 2462-ਚ (12)-68/ ਮਿਤੀ : 1/6/1968

ਇੱਕ ਕਾਪੀ ਡਾਇਰੈਕਟਰ, ਸਪੈਸ਼ਲ ਇਨਕੁਆਰੀ ਏਜੰਸੀ, ਪੰਜਾਬ ਨੂੰ ਉਨ੍ਹਾਂ ਦੇ ਗ:ਸ:ਨੰ: 2602 / ਐਸ.ਆਈ.ਏ. ਮਿਤੀ: 10/4/68 ਦੇ ਹਵਾਲੇ ਵਿੱਚ ਸੂਚਨਾ ਲਈ ਭੇਜੀ ਜਾਂਦੀ ਹੈ।

ਸਹੀ/-

ਅਧੀਨ ਸਕੱਤਰ।

ਵਾਸਤੇ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ

ਚੌਕਸੀ ਵਿਭਾਗ, ਪੰਜਾਬ।

ਨੰ: 897-ਚ(9)71/1993

ਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ  
(ਚੌਕਸੀ ਵਿਭਾਗ)

ਸੇਵਾ ਵਿਖੇ,

ਪੰਜਾਬ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖ ਅਧਿਕਾਰੀ  
ਰਜਿਸਟਰਾਰ, ਪੰਜਾਬ ਤੇ ਹਰਿਆਣਾ ਹਾਈ ਕੋਰਟ  
ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ, ਡਿਸਟਰਿਕਟ ਅਤੇ ਸ਼ੈਸ਼ਨ ਜੱਜਿਜ਼  
ਰਾਜ ਦੇ ਸਮੂਹ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰਾਂ ਅਤੇ ਸਬ ਡਵੀਜ਼ਨਲ ਅਫਸਰ (ਸਿਵਲ)

ਮਿਤੀ: 21 ਮਈ 1971

ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਅੰਧਾ ਧੁੰਦ ਵਰਤੋ।

ਮੇਰੇ ਜੀ,

ਮੈਨੂੰ ਸਰਕਾਰ ਦੀਆਂ ਗੱਡੀਆਂ ਦੀ ਵਰਤੋਂ ਵਿਨਿਯਮਤ ਕਰਨ ਅਤੇ ਉਨ੍ਹਾਂ ਗੱਡੀਆਂ ਦੇ ਡਰਾਈਵਰਾਂ  
ਦੀਆਂ ਸੇਵਾ-ਸ਼ਰਤਾਂ ਸੰਬੰਧੀ ਨਿਯਮਾਂਵਲੀ ਦੇ ਨਿਯਮ 5 ਵੱਲ ਧਿਆਨ ਦਿਵਾਉਣ ਅਤੇ ਇਹ ਕਹਿਣ ਦੀ  
ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਮੁੱਖ ਤੌਰ ਤੇ ਸਦਰ ਮੁਕਾਮ ਤੋਂ ਬਾਹਰ ਦੌਰੇ ਜਾਣ ਲਈ ਅਤੇ ਕੁਝ  
ਕਿਸਮ ਦੀਆਂ ਅਧੀਨ ਸਦਰ-ਮੁਕਾਮ ਉੱਤੇ ਵਾਸਤਵਿਕ ਸਰਕਾਰੀ ਡਿਊਟੀਆਂ ਲਈ ਹਨ। ਉਸਦੇ 7ਵੇਂ  
ਜ਼ਿਲਮ ਅਧੀਨ, ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ ਜਾਂ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀ ਗੱਡੀਆਂ ਨੂੰ ਗੈਰ ਸਰਕਾਰੀ ਡਿਊਟੀਆਂ ਲਈ ਵੀ,  
ਜੇ ਕਿ ਉਸ ਵਿਚ ਨਿਯਮ ਹਨ, ਨਿਸ਼ਚਿਤ ਸੀਮਾ ਤੱਕ, ਹਮੇਸ਼ਾ ਇਸ ਸ਼ਰਤਾਂ ਤੇ ਵਰਤਣ ਦੀ ਆਗਿਆ ਦੇ  
ਦਿੰਦੇ ਹਨ ਕਿ ਅਜਿਹੇ ਮੰਤਵ ਲਈ ਗੱਡੀਆਂ ਦੀ ਵਰਤੋਂ ਕਿਸੇ ਤਰ੍ਹਾਂ ਵੀ ਸਰਕਾਰੀ ਲੋੜ ਵਿਚ ਵਿਘਨ ਨਹੀਂ  
ਕਰੇਗੀ। ਨਿਯਮਾਂਵਲੀ ਦੇ ਨਿਯਮ 5 ਅਧੀਨ ਸਿਨਮਿਆਂ, ਦੋੜਾਂ ਕਲੱਬਾਂ ਆਦਿ ਆਮ ਮਨੋਰੰਜਨ ਦੇ ਸਾਧਨਾਂ  
ਦੇ ਸਦਰ ਲਈ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਵਰਤੋਂ ਦੀ ਸਖਤ ਮਨਾਹੀ ਹੈ ਇਉਂ ਗੱਡੀਆਂ ਦੀ ਅੰਧਾ ਧੁੰਦ ਵਰਤੋਂ ਅਤੇ  
ਜਿਨ੍ਹਾਂ ਕੰਮ ਲਈ ਇਨ੍ਹਾਂ ਦੀ ਕੀਤੀ ਕੁਵਰਤੋਂ, ਇਨ੍ਹਾਂ ਨਿਯਮਾਂ ਹਦਾਇਤਾਂ ਦੀ ਨਾ ਕੰਵਲ ਉਲੰਘਣਾ ਕਰਨਾ ਹੈ  
ਜੋ ਸਰਕਾਰੀ ਮਾਲ ਅਤੇ ਧਨ ਦੀ ਵੀ ਬਰਬਾਦੀ ਕਰਨਾ ਹੈ। ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਗਸਤੀ ਪੱਤਰ ਨੰ: 5316/  
ਜੇ.ਟੀ. 57/5114-ਸੀ.ਐਚ/59598 ਮਿਤੀ 6/15 ਜੁਲਾਈ 1957 ਨਾਲ ਇਹਨਾਂ ਨਿਯਮਾਂ ਵਿੱਚ ਹੋਰ  
ਵਾਧਾ ਕੀਤਾ ਗਿਆ ਜਿਸ ਦੁਆਰਾ ਗੱਡੀਆਂ ਦੇ ਡਰਾਈਵਰਾਂ ਲਈ ਲਾਗੂ ਬੁਕ ਰਖਣ ਲਈ ਹਦਾਇਤ ਜਾਰੀ  
ਕੀਤੀਆਂ ਗਈਆਂ ਸਨ ਕਿ ਉਹ ਨਿੱਜੀ ਸਫਰ ਲਈ, ਸਫਰ ਤੋਂ ਪਹਿਲਾਂ ਨਿਸ਼ਚਿਤ ਇੰਦਰਾਜ ਕਰਨ ਅਤੇ  
ਅਧਿਕਾਰੀਆਂ ਦੇ ਨਿਵਾਸ ਸਥਾਨਾਂ ਤੇ ਗੱਡੀਆਂ ਲੈ ਜਾਕੇ ਨਾ ਖੜੀਆਂ ਕਰਨ। ਇਨ੍ਹਾਂ ਹਦਾਇਤਾਂ ਦੀ ਪਾਲਣਾ  
ਕਰਨ ਨਾਲ ਚੈਕਿੰਗ ਸਟਾਫ ਨੂੰ ਇਹ ਪਤਾ ਲਾਉਣ ਵਿਚ ਸੰਧ ਹੋ ਜਾਂਦੀ ਹੈ ਕਿ ਨਿੱਜੀ ਮੰਤਵਾਂ ਲਈ ਪੈਸੇ ਦੇ ਕੇ



ਗੱਡੀਆਂ ਵਰਤਣ ਦੇ ਅਸਲੀ ਕੇਸ ਕਿਹੜੇ ਹਨ ਅਤੇ ਦੂਜੇ ਕਿਹੜੇ ਹਨ ਜਿਥੇ ਗੱਡੀਆਂ ਨਿੱਜੀ ਮੰਤਵਾਂ ਲਈ ਵਰਤੀਆਂ ਜਾਂਦੀਆਂ ਹਨ ਪਰੰਤੂ ਉਸ ਸਫਰ ਲਈ ਚਾਰਜ ਸਰਕਾਰ ਪਾਸੋਂ ਕੀਤਾ ਜਾਂਦਾ ਹੈ। ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀਆਂ ਆਦਿ ਨੂੰ ਸੰਬੋਧਤ, ਸਕੱਤਰ, ਸਰਕਾਰੀ ਗੱਡੀ-ਬੋਰਡ ਦੇ ਗਸ਼ਤੀ ਪੱਤਰ ਨੰ: 266-328/17 ਜੀ.ਵੀ.ਬੀ. 58 ਜੀ.ਵੀ.ਬੀ. ਮਿਤੀ 11/3/1959 ਰਾਹੀਂ ਵੀ ਸਰਕਾਰੀ ਮੰਤਵਾਂ ਲਈ ਗੱਡੀਆਂ ਦੇ ਨਿਸ਼ਚੇ ਹੀ ਉਚਿਤ ਵਰਤੋਂ ਦੀ ਲੋੜ ਤੇ ਜ਼ੋਰ ਦਿੱਤਾ ਗਿਆ ਸੀ।

ਫਿਰ ਵੀ ਇਹ ਵੇਖਣ ਵਿਚ ਆਇਆ ਹੈ ਕਿ ਵਾਰ ਵਾਰ ਹਦਾਇਤਾਂ ਜਾਰੀ ਕਰਨ ਦੇ ਬਾਵਜੂਦ ਵੀ ਜਿਵੇਂ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਗਸ਼ਤੀ ਪੱਤਰ ਨੰ: 1732-ਵੀ (1)-61/3865 ਮਿਤੀ 3/4/61 ਅਤੇ 3422 -ਵੀ (6)-67 ਮਿਤੀ 24/11/67 ਵਿਚ ਜ਼ੋਰ ਦਿੱਤਾ ਗਿਆ ਹੈ, ਕਈ ਵਾਰੀ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਵਰਤੋਂ ਪੂਰੀ ਤਰ੍ਹਾਂ ਉਨ੍ਹਾਂ ਮੰਤਵਾਂ ਲਈ ਨਹੀਂ ਕੀਤੀ ਜਾਂਦੀ ਜਿਨ੍ਹਾਂ ਲਈ ਉਹ ਬਣੀਆਂ ਹਨ ਸਗੋਂ ਨਿਯਮਾਂ ਅਤੇ ਸਮੇਂ ਸਮੇਂ ਜਾਰੀ ਹੋਈਆਂ ਹਦਾਇਤਾਂ ਦੀ ਉਲੰਘਣਾ ਕਰਦੇ ਹੋਏ ਗੈਰ ਡਿਊਟੀ ਅਤੇ ਨਿੱਜੀ ਸਫਰਾਂ ਲਈ ਉਨ੍ਹਾਂ ਨੂੰ ਵਰਤਿਆ ਜਾਂਦਾ ਹੈ। ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਇਸ ਕੁਵਰਤੋਂ ਨੂੰ ਰੋਕਣ ਲਈ ਇਹ ਵੈਸਲਾ ਕੀਤਾ ਗਿਆ ਸੀ ਕਿ ਅੱਗੇ ਆਈ ਉਲੰਘਣਾ ਦੇ ਅਤੇ ਸਿੱਧ ਹੋਏ ਕੁਤਾਹੀ ਦੇ ਅਜਿਹੇ ਕੇਸਾਂ ਉੱਤੇ ਕਰੜੀ ਕਾਰਵਾਈ ਕੀਤੀ ਜਾਵੇਗੀ ਅਤੇ ਝੂਠੇ ਟੀ.ਏ. ਲੈਣ ਵਾਲੇ ਕੇਸਾਂ ਦੀ ਤਰ੍ਹਾਂ ਇਨ੍ਹਾਂ ਤੇ ਵੀ ਸਖਤ ਅਤੇ ਵਰਜ਼ੂ ਸਜ਼ਾ ਦਿੱਤੀ ਜਾਵੇਗੀ। ਭਾਵੇਂ ਠੀਕ ਠੀਕ ਸਜ਼ਾ ਤਾਂ ਅਪਰਾਧ ਦੀ ਕਿਸਮ ਤੇ ਹੀ ਨਿਰਭਰ ਹੋਣੀ ਚਾਹੀਦੀ ਹੈ। ਹੋਰ ਇਹ ਵੀ ਦਸਿਆ ਗਿਆ ਸੀ ਕਿ ਜਿਹੜਾ ਡਰਾਈਵਰ ਸਫਰ ਤੋਂ ਪਹਿਲਾਂ ਲਾਗ ਬੁੱਕ ਵਿਚ ਇੰਦਰਾਜ਼ ਨਹੀਂ ਕਰਦਾ ਉਹ ਆਪਣੀ ਕੁਤਾਹੀ ਅਤੇ ਗਲਤੀ ਦਾ ਜ਼ਿੰਮੇਵਾਰ ਠਹਿਰਾਇਆ ਜਾਵੇਗਾ ਪਰ ਬੜੇ ਖੇਦ ਦੀ ਗੱਲ ਹੈ ਕਿ ਇਨ੍ਹਾਂ ਹਦਾਇਤਾਂ ਦੇ ਬਾਵਜੂਦ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਭਾਰੀ ਮਾਤਰਾ ਵਿਚ ਅਯੋਗ ਵਰਤੋਂ ਵਿਚ ਲਿਆਂਦੀਆਂ ਜਾਂਦੀਆਂ ਹਨ। ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੇ ਡਰਾਈਵਰ/ਅਫਸਰਾਂ ਨੂੰ ਚਾਹੀਦਾ ਹੈ ਕਿ ਸਫਰ ਆਰੰਭ ਕਰਨ ਤੋਂ ਪਹਿਲਾਂ ਲਾਗ ਬੁੱਕ ਵਿਚ ਸਫਰ ਦਾ ਵੇਰਵਾ ਦਰਜ ਕਰਨ। ਜਿੰਨੀ ਜ਼ਿੰਮੇਵਾਰੀ ਡਰਾਈਵਰ ਦੀ ਹੈ ਉਨੀ ਹੀ ਅਫਸਰ ਦੀ ਹੋਵੇਗੀ। ਚੈਕਸੀ ਫੀਲਡ ਸਟਾਫ ਨੂੰ ਵੀ ਅਜਮਾਇਸ਼ੀ ਚੈਕਿੰਗ ਦਾ ਕੰਮ ਸੌਂਪਿਆ ਹੋਇਆ ਹੈ। ਉਨ੍ਹਾਂ ਨੂੰ ਇਸ ਸੰਬੰਧੀ ਸਹਿਯੋਗ ਦਿੱਤਾ ਜਾਵੇ। ਉਕਤ ਹਦਾਇਤਾਂ ਫਿਰ ਆਪ ਜੀ ਦੇ ਧਿਆਨ ਵਿਚ ਲਿਆਂਦੀਆਂ ਜਾਂਦੀਆਂ ਹਨ ਤਾਂ ਜੋ ਉਨ੍ਹਾਂ ਦੀ ਕਰੜੀ ਪਾਲਣਾ ਕੀਤੀ ਜਾਵੇ।

2. ਇਹ ਵੀ ਵੇਖਿਆ ਗਿਆ ਹੈ ਕਿ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਤੇ ਜੋ ਨੰਬਰ ਪਲੇਟਾਂ ਹੁੰਦੀਆਂ ਹਨ ਬਹੁਤ ਸਾਰੇ ਕੇਸਾਂ ਵਿਚ ਉਨ੍ਹਾਂ ਵਿਚ ਸੰਬੋਧਤ ਸਰਕਾਰੀ ਵਿਭਾਗ ਜਿਸ ਦੀ ਗੱਡੀ ਹੁੰਦੀ ਹੈ ਦਾ ਨਾਂ ਨਹੀਂ ਲਿਖਿਆ ਹੁੰਦਾ। ਇਸ ਸੰਬੰਧ ਵਿਚ ਆਪ ਨੂੰ ਦਸਿਆ ਜਾਂਦਾ ਹੈ ਕਿ ਸਫ਼ਲ 2 ਆਫ ਪੰਜਾਬ ਮੋਟਰ ਵਹੀਕਲਜ਼ ਰੂਲਜ਼ 1940 ਅਨੁਸਾਰ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਉੱਤੇ ਗੋਲ ਨੰਬਰ ਪਲੇਟ ਹੋਣੀ ਅਤੇ ਸੰਬੋਧਤ ਵਿਭਾਗ ਦਾ ਨਾਂ ਨਾਲ ਹੋਣਾ ਜ਼ਰੂਰੀ ਹੈ।



ਅਜਿਹਾ ਨਾ ਹੋਣਾ ਸਰਕਾਰੀ ਗੱਡੀ ਦੀ ਆਯੋਗ ਵਰਤੋਂ ਕਰਨ ਵਿਚ ਸਹਾਇਤਾ ਦਿੰਦਾ ਹੈ ਜਿਹੜਾ ਕਿ ਕਾਨੂੰਨ  
ਦੀ ਉਲੰਘਣਾ ਹੈ। ਇਸ ਲਈ ਮੈਨੂੰ ਇਹ ਦੱਸਣ ਦਾ ਆਦੇਸ਼ ਹੋਇਆ ਹੈ ਕਿ ਕੋਈ ਵੀ ਸਰਕਾਰੀ ਗੱਡੀ ਜੋ ਆਪ  
ਦੇ ਅਧਿਕਾਰ ਅਧੀਨ ਹੈ ਰਜਿਸਟਰੇਸ਼ਨ, ਪਲੇਟ ਤੇ ਸਬੰਧਤ ਵਿਭਾਗ ਦੇ ਨਾ ਬਿਨਾ ਹੋਈ ਤਾਂ ਆਪ ਜੀ ਦੀ ਨਿੱਜੀ  
ਦਿਵਾਣੀ ਸਮਝੀ ਜਾਵੇਗੀ। ਇਸ ਸੰਬੰਧ ਵਿਚ ਆਪ ਦਾ ਧਿਆਨ, ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਗ਼ਸ਼ਤੀ ਪੱਤਰ ਨੰ:  
19954/20065/1/ਟੀ/5/68, ਮਿਤੀ 21/10/69 ਵੱਲ ਵੀ ਦਿਵਾਇਆ ਜਾਂਦਾ ਹੈ।

ਜੇ ਆਪ ਜੀ ਨੂੰ ਮੇਰੀ ਇਹ ਬੇਨਤੀ ਹੈ ਕਿ ਆਪ ਦੇ ਕੰਟਰੋਲ ਅਧੀਨ ਸਦਰ ਮੁਕਾਮ ਤੇ ਮਾਤਹਿਤ ਦਫ਼ਤਰਾਂ  
ਵਿਚ ਸਾਰੇ ਕਰਮਚਾਰੀਆਂ ਪਾਸੋਂ ਇਹ ਹੁਕਮ ਨੋਟ ਕਰਵਾ ਲਏ ਜਾਣ। ਇਸ ਪੱਤਰ ਦੀ ਪ੍ਰਾਪਤੀ ਤੋਂ ਇਕ ਮਹੀਨੇ  
ਅੰਦਰ ਇਸ ਪ੍ਰਤੀ ਇਕ ਸਰਟੀਫਿਕੇਟ ਕ੍ਰਿ ਅਜਿਹਾ ਕਰ ਦਿੱਤਾ ਗਿਆ ਹੈ ਸਰਕਾਰ ਨੂੰ ਚੌਕਸੀ ਵਿਭਾਗ ਵਿਚ  
ਸੜਕ ਦਿੱਤਾ ਜਾਵੇ।

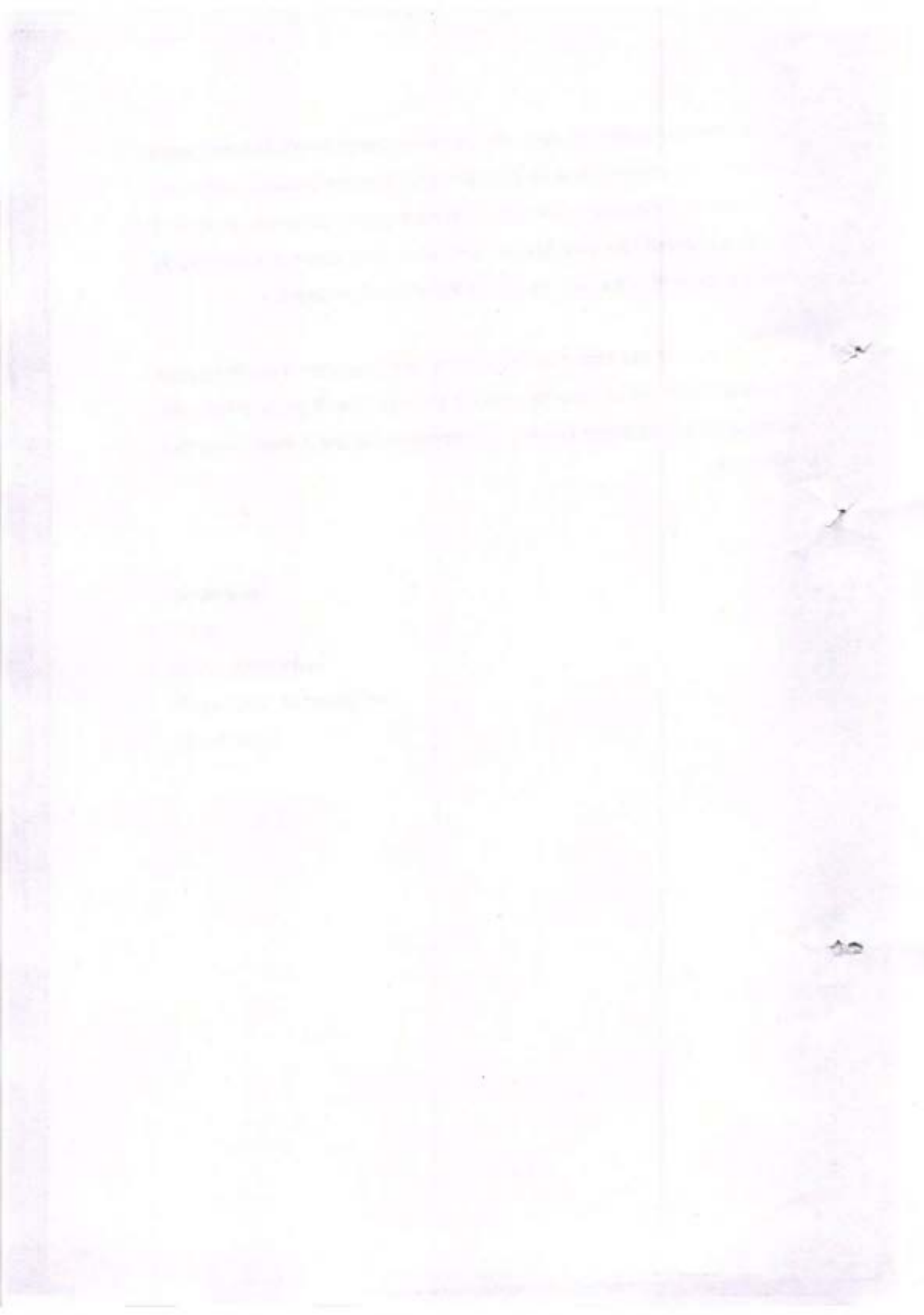
ਵਿਸ਼ਵਾਸਪਾਤਰ

ਸਹੀ/-

ਅਧੀਨ ਸਕੱਤਰ, ਚੌਕਸੀ

ਵਾ: ਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ

(ਚੌਕਸੀ ਵਿਭਾਗ)



ਵੱਲ

ਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ,  
ਚੋਕਸੀ ਵਿਭਾਗ।

ਸੇਵਾ ਵਿਖੇ,

ਪੰਜਾਬ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖ ਅਧਿਕਾਰੀ  
ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ, ਜ਼ਿਲ੍ਹਿਆਂ ਦੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ, ਰਜਿਸਟਰਾਰ  
ਪੰਜਾਬ ਹਾਈ ਕੋਰਟ ਅਤੇ ਰਾਜ ਵਿੱਚ, ਜ਼ਿਲ੍ਹਾ ਦੇ ਸੈਸ਼ਨ ਜੱਜ।

ਮਿਤੀ : 5 ਮਈ, 1978

ਵਿਸ਼ਾ : ਡਰਿਸਟੇਚਾਰ ਦਾ ਖਾਤਮਾ ਕਰਨ ਬਾਰੇ।

ਸ੍ਰੀ ਮਾਨ ਜੀ,

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਗਸ਼ਤੀ ਪੱਤਰ ਨੰ: 10049-ਏਸੀਡੀ-57/7401 ਮਿਤੀ 27-9-57 ਅਤੇ ਪੱਤਰ ਨੰ: 2462-ਚ(12)-68/506 ਮਿਤੀ 1-6-1968 ਵੱਲ ਧਿਆਨ ਦਿਵਾਉਂਦੇ ਹੋਏ ਮੈਨੂੰ ਇਹ ਬੇਨਤੀ ਕਰਨ ਦੀ ਹਦਾਇਤ ਹੈ ਕਿ ਇਨ੍ਹਾਂ ਪੱਤਰਾਂ ਰਾਹੀਂ ਸਰਕਾਰ ਦਾ ਇਹ ਫੈਸਲਾ ਹੈ ਕਿ ਜਦੋਂ ਚੋਕਸੀ ਵਿਭਾਗ ਕਿਸੇ ਪੁੱਛ-ਪੜਤਾਲ ਨੂੰ ਆਪਣੇ ਹੱਥਾਂ ਵਿਚ ਲੈ ਲਵੇ ਤਾਂ ਉਸ ਦੂਸ਼ਨ ਦੇ ਆਧਾਰ ਤੇ ਸਬੰਧਿਕ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਨਾਲੋਂ ਨਾਲ ਕੋਈ ਹੋਰ ਜਾਂਚ ਪੜਤਾਲ ਨਹੀਂ ਕਰਨੀ ਚਾਹੀਦੀ ਅਤੇ ਅੱਗੋਂ ਸਾਰਾ ਮਾਮਲਾ ਚੋਕਸੀ ਵਿਭਾਗ ਦੀ ਗਿਆਤ ਵਿੱਚ ਲਿਆ ਕੇ ਪੜਤਾਲੀਏ ਅਫਸਰਾਂ ਨੂੰ ਮਦਦ ਦੇਣੀ ਚਾਹੀਦੀ ਹੈ। ਸਾਰੇ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖ ਅਧਿਕਾਰੀਆਂ ਨੂੰ ਦੱਸਿਆ ਗਿਆ ਸੀ ਅਤੇ ਇਨ੍ਹਾਂ ਹਦਾਇਤਾਂ ਦੀ ਪਾਲਣਾ ਕਰਨ ਲਈ ਲਿਖਿਆ ਗਿਆ ਸੀ। ਪਰ ਸਰਕਾਰ ਦੇ ਧਿਆਨ ਵਿਚ ਕੁਝ ਇਸ ਤਰ੍ਹਾਂ ਦੇ ਕੇਸ ਆਏ ਹਨ, ਜਿਨ੍ਹਾਂ ਵਿਚ ਚੋਕਸੀ ਵਿਭਾਗ ਵਲੋਂ ਕਿਸੇ ਦੂਸ਼ਨ ਬਾਰੇ ਪੜਤਾਲ ਕੀਤੀ ਜਾ ਰਹੀ ਸੀ। ਪਰ ਸਬੰਧਤ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਨੇ ਵੀ ਉਸੇ ਦੂਸ਼ਨ ਬਾਰੇ ਆਪਣੇ ਪੱਧਰ ਤੇ ਪੜਤਾਲ ਜਾਰੀ ਰੱਖੀ ਅਤੇ ਉਕਤ ਹਦਾਇਤਾਂ ਦੇ ਵਿਰੁੱਧ ਕੰਮ ਕੀਤਾ ਜਿਸਨੂੰ ਸਰਕਾਰ ਚੰਗਾ ਖਿਆਲ ਨਹੀਂ ਕਰਦੀ।





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'PUPUK RUMAH' DEKAT RUMAH ENJAL

कृष्ण, रघुनाथ

PH/ - 5.5.78

РЕЛІГІОЗНА

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 84

ਉਹ ਪਾਤਸ਼ਾਹ ਜੀਘਣ ਪੂਰੀ ਕਰਨ ਵਿਚ ਸਹਿਯੋਗ ਦੇਣਾ ਚਾਹੀਦਾ ਹੈ । ਇਹ ਹੁਕਮਿਤ ਬਾਣੀ

[illegible]

ਪ੍ਰਮਾਣਿਤ ਕਰਕੇ ਦਿਖਾਏ ਜਾਣਗੇ।

॥ ॐ नमो भगवते वासुदेवाय ॥

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE

No.2293-V(3)-78/4245

1. Director, Vigilance Bureau.
2. All Heads of Departments
3. All Deputy Commissioners in the State
4. Registrar, Punjab and Haryana High Court

Dated : Chandigarh ,the 9 th May ,1978

Sub: Policy And Procedure Relating To Vigilance Enquiry And Vigilance Cases

Sir

I am directed to say that Govt. have recently considered certain aspects of the subject cited above and have decided to give approval to certain measures which should help to accelerate disposal of Vigilance enquiries and Vigilance cases. These measures are indicated below:-

- (i) All along, the State Govt. have recognised and officially reiterated from time to time that the responsibility for eradicating corruption amongst Govt. employees is not exclusively that of Department of Vigilance but is primarily the responsibility of various administrative/ executive departments. That is why in several departments, there are vigilance officers, who assist the Heads of Department in this regard , Unfortunately in actual practice, various departments have tended to play down their responsibility. Invariably they tend to pass on all complaints/inquiries for disposal by the Vigilance Bureau. The result



has been unfortunate in two respects. Firstly, various departments have tended to lose interest in maintaining the image of the employees of their department in regard to their integrity. Secondly, the Vigilance Bureau finds it self over-burdened with large number of inquiries and hence the disposal of even important inquiries tends to suffer. Taking into account all relevant aspects, it has been decided that the Vigilance Bureau should be enabled to concentrate its attention on inquiries relating to Gazetted Officers. Hence in future, as a general policy, the responsibility for dealing with any fresh complaints of corruption against non-gazetted officers will ordinarily lie with the concerned Heads of Department. If such a complaint is received directly in the Vigilance Bureau, it will transmit it to the concerned department for disposal. The following will be exceptions to this general approach.

(a) Where the complaint against a non-gazetted officer is an integral part of a complaint against a gazetted officer.

(b) Where the executive department feels that it will not be possible to effectively probe into the complaint and, therefore, desires the Vigilance Bureau to undertake the enquiry.

According to the present procedure, where in a case it becomes necessary to launch criminal prosecution and obtain sanction in respect of a non-gazetted officer, the Vigilance Bureau routes such a proposal through the Vigilance Department. In future, the Vigilance Bureau will be competent to refer such proposals directly to the Head of Department concerned for necessary action.

In cases where non-gazetted officers are arrested by the Vigilance Bureau in criminal cases, the Bureau will henceforth be competent to inform the concerned department directly.



- (iv) Henceforth the Vigilance Bureau will have the authority to arrest Class II Gazetted officers in trap cases and merely sent information to the Govt. in the Vigilance Department. For the rest of the gazetted officers in other cases, the present practice of obtaining sanction of Government will continue.
- (v) Where on a complaint received by the Govt. in the Vigilance Dept. orders a regular enquiry against a gazetted officer and a prima facie criminal case is made during the enquiry, it will not be necessary that the whole enquiry should be completed. A criminal case may be registered at that very stage and the rest of the probe may be completed during the investigation of the criminal case.
- (vi) As at present, prior permission of Government will continue to be necessary before the Vigilance Bureau registers a regular enquiry/criminal case against gazetted officers.
- (vii) Where a raid on the residence of a gazetted officer is considered necessary, the concerned officer of the Vigilance Bureau should obtain the approval of the Director of Vigilance Bureau if the raid is to be organised at the residence of Class-II officers. In the case of raid at the residence of class I officers, prior permission of Govt. will be necessary.

2 The above decisions/guide -lines may be noted for compliance by the Vigilance Bureau as well as various departments of Govt.

Yours faithfully,

Sd/-

S.S.PURI

Chief Secy. To Govt. Punjab.

No. 2293-V(3)-78/4246

Dated: Chandigarh, the 9<sup>th</sup> May, 1978

Copy for information and necessary action to:-

1. All Administrative Secretaries to Govt. Punjab .
2. All the Commissioners of Divisions in the State.

S.S.PURI

Chief Secretary to Govt. Punjab

No. 2293-V(3)-78/4247

Dated: Chandigarh, the 9<sup>th</sup> May, 1978

Copy to Principal Secretary/Secretaries/Private Secretaries to Chief Minister/Ministers /Ministers of State for the information of Chief Minister/Ministers/Ministers of State.

S.S.PURI

Chief Secretary to Govt. Punjab



GOVT. OF PUNJAB  
DEPARTMENT OF VIGILANCE

11-7-1978

No.2124-V(3)\_78/5861

To

1. All Heads of Departments
2. All Commissioners of Divisions
3. All Deputy Commissioners in the State
4. Director, Vigilance Bureau, Punjab
5. Registrar, Punjab and Haryana High Court.

Dated, Chandigarh, the 11<sup>th</sup> July, 1978

Sub:- Policy And Procedure Relating To Sanction For Prosecution In  
Respect Of Vigilance Cases

Sir,

I am directed to address you on the subject noted above and to say that it has come to the notice of the Government that when the Officers of the Vigilance Bureau, after completing investigation in corruption cases, approach appropriate authorities competent to remove the accused from his office, for granting sanction for his prosecution as required under Section 6(1) of the Prosecution of Corruption Act, the latter, instead of applying their mind on the material collected by the Police during investigation, sometime start their own enquiry or cause the case to be looked into by some subordinate officer. While the Government has no desire to interfere in the discretion of the competent authority in the matter of deciding the question of sanction, there seems to be no justification in law for the competent authority to hold or cause to be held a parallel enquiry into the matter in which the police has already held regular investigation under its statutory powers. The Government is of the view that the question of sanction should be decided on

the consideration of material collected during the investigation, and if the competent authority feels that there is some more relevant material which has not been brought on record by the police, it may bring this fact to the notice of the investigating agency so that the latter may be able to look into it reach a final conclusion as to whether any offence has been committed or not. The competent authority can then apply its mind to the facts and circumstances of the case to decide whether sanction for prosecution is to be accorded or declined. It is hoped that adherence to this approach will help to bring about smooth and speedy disposal of corruption cases.

Yours faithfully

Sd/-

Deputy Secretary (Vigilance)  
for Chief Secretary to Govt. Punjab  
Vigilance Department

No. 2124-V(3)-78/5862

Dated: Chandigarh the 11<sup>th</sup> July 1978

A copy is forwarded to all the Administrative Secretaries to Govt. Punjab for information and necessary action.

Sd/-

Deputy Secretary (Vigilance) for Chief Secretary to Govt. Punjab  
Vigilance Department

No. 2124-V(3)-78/5863

Dated: Chandigarh, the 11<sup>th</sup> July, 1978

A copy is forwarded to Principal Secretary/Secretaries Private Secretaries to Chief Minister/Ministers/Ministers of State for information of Chief Minister/Ministers /Ministers of State.

Sd/-

Deputy Secretary (Vigilance)  
for Chief Secretary to Govt. Punjab  
Vigilance Department



ਪੰਜਾਬ ਸਰਕਾਰ ਚੋਕਸੀ ਵਿਭਾਗ

ਸੇਵਾ ਵਿਖੇ,

ਡਾਇਰੈਕਟਰ,  
ਵਿਜੀਲੈਂਸ ਬਿਓਰੋ, ਪੰਜਾਬ।

ਮੀਮੋ ਨੰ: 7950-ਚ(3)-78/300  
ਮਿਤੀ: 5/1/1979

ਵਿਸ਼ਾ: ਚੋਕਸੀ ਬਿਓਰੋ, ਪੰਜਾਬ ਵਿੱਚ ਕੰਮ ਕਰ ਰਹੇ ਪੁਲਿਸ ਅਫਸਰਾਂ ਵਿਰੁੱਧ ਪ੍ਰਾਪਤ ਹੋਈਆਂ ਸ਼ਿਕਾਇਤਾਂ ਬਾਰੇ ਪੜਤਾਲ ਕਰਨ ਸਬੰਧੀ।

ਸ੍ਰੀ ਮਾਨ ਜੀ,

ਕੁਝ ਸਮੇਂ ਤੋਂ ਇਹ ਮਾਮਲਾ ਸਰਕਾਰ ਦੇ ਵਿਚਾਰ ਅਧੀਨ ਸੀ ਕਿ ਚੋਕਸੀ ਬਿਓਰੋ, ਪੰਜਾਬ ਵਿੱਚ ਕੰਮ ਕਰ ਰਹੇ ਪੁਲਿਸ ਅਫਸਰਾਂ ਵਿਰੁੱਧ ਪ੍ਰਾਪਤ ਹੋਈਆਂ ਉਨ੍ਹਾਂ ਸ਼ਿਕਾਇਤਾਂ ਜਿਹੜੀਆਂ ਉਨ੍ਹਾਂ ਵਲੋਂ ਲੋਕਾਂ ਨਾਲ ਸਰਕਾਰੀ ਸਬੰਧਾਂ ਵਿਚ ਫੌਜਦਾਰੀ ਜੁਰਮ ਕਰਨਾ ਦਰਸਾਉਂਦੀਆਂ ਹੋਣ ਦੀ ਯੋਗ ਪੜਤਾਲ ਕਿਸ ਤਰ੍ਹਾਂ ਕੀਤੀ ਜਾਵੇ। ਪੂਰੀ ਵਿਚਾਰ ਕਰਨ ਉਪਰੰਤ, ਇਹ ਫੈਸਲਾ ਕੀਤਾ ਗਿਆ ਹੈ ਕਿ ਜਦ ਵੀ ਸੁਪਰਡੈਂਟ ਪੁਲਿਸ (ਚੋਕਸੀ) ਨੂੰ ਚੋਕਸੀ ਬਿਓਰੋ ਵਿੱਚ ਕੰਮ ਕਰ ਰਹੇ ਕਿਸੇ ਪੁਲਿਸ ਅਫਸਰ ਵਿਰੁੱਧ ਉਕਤ ਕਿਸਮ ਦੀ ਕੋਈ ਸ਼ਿਕਾਇਤ ਪ੍ਰਾਪਤ ਹੋਵੇ ਤਾਂ ਉਹ ਸਿੱਧਾ ਸਬੰਧਤ ਜਿਲਾ ਮੈਜਿਸਟ੍ਰੇਟ ਨੂੰ ਉਨ੍ਹਾਂ ਦੇ ਹੁਕਮ ਲਈ ਭੇਜ ਦੇਵੇਗਾ। ਜੇ ਜਿਲਾ ਮੈਜਿਸਟ੍ਰੇਟ ਸ਼ਿਕਾਇਤ ਦੀ ਪੜਤਾਲ ਪੁਲਿਸ ਰਾਹੀਂ ਕਰਨ ਦਾ ਫੈਸਲਾ ਕਰੇ ਤਾਂ ਇਹ ਪੜਤਾਲ ਚੋਕਸੀ ਬਿਓਰੋ ਦੇ ਅਧਿਕਾਰੀਆਂ ਵਲੋਂ ਆਪ ਕੀਤੀ ਜਾਵੇਗੀ। ਚੋਕਸੀ ਬਿਓਰੋ ਵਲੋਂ ਪੜਤਾਲ ਪੂਰੀ ਕੀਤੇ ਜਾਣ ਤੇ ਮਾਮਲਾ ਫਿਰ ਸਬੰਧਤ ਜਿਲਾ ਮੈਜਿਸਟ੍ਰੇਟ ਨੂੰ ਉਨ੍ਹਾਂ ਦੇ ਹੁਕਮ ਲਈ ਭੇਜਿਆ ਜਾਵੇਗਾ। ਜੇਕਰ ਇਸ ਪੱਧਰ ਤੇ ਬਾਕਾਇਦਾ ਫੌਜਦਾਰੀ ਮੁਕੱਦਮਾ ਦਰਜ ਕਰਨ ਦੇ ਹੁਕਮ ਕੀਤੇ ਜਾਣ ਤਾਂ ਇਸ ਮੁਕੱਦਮੇ ਦੀ ਤਫਤੀਸ ਚੋਕਸੀ ਬਿਓਰੋ ਦੇ ਅਧਿਕਾਰੀਆਂ ਵਲੋਂ ਹੀ ਕੀਤੀ ਜਾਵੇਗੀ। ਪਰ ਜੇ ਵਿਭਾਗੀ ਪੜਤਾਲ ਕਰਨ ਦੇ ਹੁਕਮ ਹੋਣ ਤਾਂ ਮਾਮਲਾ ਇੰਨਸਪੈਕਟਰ ਜਨਰਲ ਪੁਲਿਸ, ਪੰਜਾਬ ਨੂੰ ਸੌਂਪ ਦਿੱਤਾ ਜਾਵੇਗਾ।

ਸਹੀ/-

ਉਪ ਸਕੱਤਰ ਪੰਜਾਬ ਸਰਕਾਰ,

ਚੋਕਸੀ ਵਿਭਾਗ।



ਸ. 31-78/301 ਮਿਤੀ : 5-1-1979

ਇਹ ਕਾਪੀ ਪੰਜਾਬ ਰਾਜ ਦੇ ਸਾਰੇ ਜਿਲ੍ਹਾ ਮੈਜਿਸਟਰੇਟਾਂ ਨੂੰ ਭੇਜੀ ਜਾਂਦੀ ਹੈ। ਜਦ ਵੀ ਸੁਪਰਡੈਂਟ ਪੁਲਿਸ  
ਕੋਈ ਉਕਤ ਕਿਸਮ ਦੀ ਸ਼ਿਕਾਇਤ ਉਨ੍ਹਾਂ ਨੂੰ ਹੁਕਮਾਂ ਲਈ ਭੇਜੀ ਜਾਵੇ, ਤਾਂ ਉਸ ਬਾਰੇ ਪਰਮ  
ਕਾਰਵਾਈ ਕਰਨ ਦੀ ਪੱਧਰ ਕੀਤੀ ਜਾਵੇ।

ਸਹੀ/-

ਸੁਪਰਡੈਂਟ ਚੌਕਸੀ (1)

ਵਾ: ਗ੍ਰਿਹ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ, ਚੌਕਸੀ ਵਿਭਾਗ।

ਸ. 31-78/302 ਮਿਤੀ : 5-1-1979

ਇਹ ਕਾਪੀ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਯੋਗ ਕਾਰਵਾਈ, ਪਾਲਣਾ ਲਈ ਭੇਜੀ ਜਾਂਦੀ ਹੈ:-

1. ਸੁਪਰਡੈਂਟ ਪੁਲਿਸ (ਚੌਕਸੀ ਬਿਓਰੋ), ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
2. ਸੁਪਰਡੈਂਟ ਪੁਲਿਸ (ਚੌਕਸੀ ਬਿਓਰੋ) ਪਟਿਆਲਾ।
3. ਸੁਪਰਡੈਂਟ ਪੁਲਿਸ (ਚੌਕਸੀ ਬਿਓਰੋ) ਫਿਰੋਜ਼ਪੁਰ।
4. ਸੁਪਰਡੈਂਟ ਪੁਲਿਸ (ਚੌਕਸੀ ਬਿਓਰੋ) ਜਲੰਧਰ।

ਸਹੀ/-

ਸੁਪਰਡੈਂਟ ਚੌਕਸੀ (1)

ਵਾ: ਗ੍ਰਿਹ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ, ਚੌਕਸੀ ਵਿਭਾਗ।

ਸ. 31-78/303 ਮਿਤੀ : 5-1-1979

ਇਹ ਕਾਪੀ ਬਜਟ ਅਤੇ ਅਮਲਾ ਅਫਸਰ, ਚੌਕਸੀ ਨੂੰ ਸੂਚਨਾ ਤੇ ਕਾਰਵਾਈ ਲਈ ਭੇਜੀ ਜਾਂਦੀ ਹੈ।

ਸਹੀ/-

ਸੁਪਰਡੈਂਟ ਚੌਕਸੀ (1)

ਵਾ: ਗ੍ਰਿਹ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ, ਚੌਕਸੀ ਵਿਭਾਗ।

ਪੰਜਾਬ ਸਰਕਾਰ  
ਚੋਕਸੀ ਵਿਭਾਗ

ਸੇਵਾ ਵਿਖੇ,

- 1) ਪੰਜਾਬ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖ ਅਧਿਕਾਰੀ
- 2) ਪੰਜਾਬ ਦੇ ਸਾਰੇ ਮੰਡਲਾਂ ਦੇ ਕਮਿਸ਼ਨਰ
- 3) ਪੰਜਾਬ ਦੇ ਸਾਰੇ ਜ਼ਿਲ੍ਹਿਆਂ ਦੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ
- 4) ਡਾਇਰੈਕਟਰ, ਵਿਜ਼ੀਲੈਂਸ ਬਿਊਰੋ, ਪੰਜਾਬ।

ਨੰ: 23(6)-ਚ(3)/79/5222

ਮਿਤੀ: 19.6.79

ਵਿਸ਼ਾ: ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਅੰਧਾ-ਪੁੰਦ ਵਰਤੋਂ/ਕੁਵਰਤੋਂ ਬਾਰੇ।

ਸ੍ਰੀ ਮਾਨ ਜੀ,

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਸਰਕਾਰ ਦੇ ਗਸਤੀ ਪੱਤਰ ਨੰ: 897-ਚ(9)-71/1993, ਮਿਤੀ 21.5.71 ਨੰ: 2953-6ਚ-77/8665 ਮਿਤੀ 12.10.78 ਅਤੇ ਨੰ: 2680-ਚ(11)-78/8494 ਮਿਤੀ 22.11.1978, ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੀਆਂ ਹਦਾਇਤਾਂ ਵੱਲ ਧਿਆਨ ਦਿਵਾਉਂਦੇ ਹੋਏ, ਮੈਨੂੰ ਇਹ ਬੇਨਤੀ ਕਰਨ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਸਰਕਾਰ ਵੱਲੋਂ ਸਮੇਂ ਸਮੇਂ ਤੇ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਕੁਵਰਤੋਂ ਨੂੰ ਰੋਕਣ ਹਿੱਤ ਅਤੇ ਵਰਤੋਂ ਨੂੰ ਵਿਨਿਯਮਤ ਕਰਨ ਹਿੱਤ ਹਦਾਇਤਾਂ ਜਾਰੀ ਕੀਤੀਆਂ ਜਾਂਦੀਆਂ ਰਹੀਆਂ ਹਨ। ਚੋਕਸੀ ਵਿਭਾਗ ਦੇ ਫੀਲਡ ਸਟਾਫ ਨੂੰ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਕੁਵਰਤੋਂ ਨੂੰ ਰੋਕਣ ਬਾਰੇ ਅਜਮਾਇਸ਼ੀ ਚੈਕਿੰਗ ਦਾ ਕੰਮ ਸੌਂਪਿਆ ਹੋਇਆ ਹੈ। ਪਰ ਚੋਕਸੀ ਵਿਭਾਗ ਦੇ ਅਮਲੇ ਵੱਲੋਂ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਕੁਵਰਤੋਂ ਨੂੰ ਰੋਕਣ ਬਾਰੇ ਕੀਤੇ ਟੈਸਟ ਚੈਕਸ ਦੀਆਂ ਰਿਪੋਰਟਾਂ ਤੋਂ ਵੇਖਿਆ ਗਿਆ ਹੈ ਕਿ ਹਦਾਇਤਾਂ ਦੇ ਜਾਰੀ ਕੀਤੇ ਜਾਣ ਦੇ ਬਾਵਜੂਦ ਵੀ ਹਾਲੀ ਤੱਕ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਵੱਡੀ ਮਾਤਰਾ ਵਿੱਚ ਕੁਵਰਤੋਂ ਹੋ ਰਹੀ ਹੈ।

2. ਸਰਕਾਰ ਨੇ ਮਾਮਲੇ ਦੇ ਉੱਕਤ ਪੱਖ ਨੂੰ ਚੰਗੀ ਤਰ੍ਹਾਂ ਵਿਚਾਰਿਆ ਹੈ ਅਤੇ ਮਹਿਸੂਸ ਕੀਤਾ ਹੈ ਕਿ ਉੱਕਤ ਹਦਾਇਤਾਂ ਦੇ ਜਾਰੀ ਹੋਇਆਂ ਕਾਫੀ ਸਮਾਂ ਬੀਤ ਗਿਆ ਹੈ ਅਤੇ ਇਸ ਕਾਰਨ ਇਨ੍ਹਾਂ ਦੀ ਪੂਰੀ ਤਰ੍ਹਾਂ ਪਾਲਣਾ ਨਹੀਂ ਕੀਤੀ ਜਾ ਰਹੀ ਹੈ।

3. ਉੱਕਤ ਹਾਲਾਤ ਵਿੱਚ ਸਰਕਾਰ ਵੱਲੋਂ ਸਮੇਂ ਸਮੇਂ ਇਸ ਵਿਸ਼ੇ ਤੇ ਜਾਰੀ ਕੀਤੀਆਂ ਹਦਾਇਤਾਂ ਦਾ ਸਾਰ ਵਿਰ ਸਾਰੇ ਅਧਿਕਾਰੀਆਂ ਅਤੇ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੇ ਡਰਾਈਵਰਾਂ ਦੀ ਅਗਵਾਈ ਪੂਰੇ ਜ਼ੋਰ ਨਾਲ ਹੇਠ ਦਰਜ ਪੱਰਿਆਂ ਵਿੱਚ ਦੁਹਰਾਇਆ ਜਾਂਦਾ ਹੈ।



ਗੱਡੀਆਂ ਦੀ ਵਰਤੋਂ ਵਿਨਿਯਮਤ ਕਰਨ ਅਤੇ ਇਨ੍ਹਾਂ ਗੱਡੀਆਂ ਦੇ ਡਰਾਈਵਰਾਂ ਦੀਆਂ ਸੇਵਾ ਸ਼ਰਤਾਂ ਸੰਬੰਧੀ ਨਿਯਮਾਵਲੀ ਦੇ ਨਿਯਮ 5 ਅਨੁਸਾਰ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਮੁੱਖ ਤੌਰ ਤੇ ਸਦਰ-ਮੁਕਾਮ ਤੋਂ ਬਾਹਰ ਸੜਕਾਂ 'ਤੇ ਚਲਾਏ ਜਾਣ ਲਈ ਅਤੇ ਕੁਝ ਵਿਸ਼ੇਸ਼ ਹਾਲਾਤ ਵਿੱਚ ਸਦਰ ਮੁਕਾਮ ਉੱਤੇ ਵਾਸਤਵਿਕ ਸਰਕਾਰੀ ਡਿਊਟੀਆਂ ਲਈ ਹਨ। ਉਕਤ ਨਿਯਮਾਵਲੀ ਦੇ ਨਿਯਮ 7 ਅਨੁਸਾਰ ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ ਜਾਂ ਵਿਭਾਗ ਦਾ ਮੁੱਖੀ ਗੱਡੀਆਂ ਨੂੰ ਸਰਕਾਰੀ ਡਿਊਟੀਆਂ ਲਈ ਵੀ, ਜਿਹੜੀਆਂ ਉਸ ਵਿੱਚ ਨਿਯਤ ਹਨ, ਨਿਸਚਿਤ ਸੀਮਾ ਤੱਕ, ਹਮੇਸ਼ਾ ਇਸ ਸ਼ਰਤ ਤੇ ਵਰਤਣ ਲਈ ਆਗਿਆ ਦੇ ਸਕਦੇ ਹਨ ਕਿ ਅਜਿਹੇ ਮੰਤਵ ਲਈ ਗੱਡੀਆਂ ਦੀ ਵਰਤੋਂ ਕਿਸੇ ਤਰ੍ਹਾਂ ਵੀ ਸਰਕਾਰੀ ਲੋੜ ਵਿੱਚ ਵਿਘਨ ਨਹੀਂ ਪਾਵੇਗੀ। ਨਿਯਮਾਵਲੀ ਦੇ ਨਿਯਮ 8 ਅਨੁਸਾਰ ਸਿਨਮਿਆਂ, ਦੌੜਾਂ, ਕਲੱਬ ਆਦਿ ਆਮ ਮਨੋਰੰਜਨ ਦੇ ਸਥਾਨਾਂ ਦੇ ਸਫਰ ਲਈ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਵਰਤੋਂ ਦੀ ਸਖਤ ਮਨਾਹੀ ਹੈ। ਇਸ ਤਰ੍ਹਾਂ ਗੱਡੀਆਂ ਦੀ ਅੰਧਾ-ਧੁੰਦ ਵਰਤੋਂ ਅਤੇ ਨਿੱਜੀ ਕੰਮ ਲਈ ਇਨ੍ਹਾਂ ਦੀ ਕੀਤੀ ਕੁਵਰਤੋਂ, ਇਨ੍ਹਾਂ ਨਿਯਮਾਂ/ਨਿਯਮਾਵਲੀਆਂ ਦੀ ਨਾ ਕੇਵਲ ਉਲੰਘਣਾ ਕਰਨਾ ਹੈ ਸਗੋਂ ਸਰਕਾਰੀ ਮਾਲ ਅਤੇ ਪੰਨ ਦੀ ਵੀ ਬਰਬਾਦੀ ਕਰਨਾ ਹੈ। ਸਰਕਾਰ ਦੇ ਗਸਤੀ ਪੱਤਰ ਨੰ: 5316-ਐਸ.ਟੀ.57/5114-ਸੀ.ਐਚ/59598, ਮਿਤੀ 16/11/1957 ਨਾਲ ਇਸ ਨਿਯਮਾਵਲੀ ਵਿੱਚ ਹੋਰ ਵਾਧਾ ਕੀਤਾ ਗਿਆ ਸੀ। ਜਿਸ ਦੁਆਰਾ ਗੱਡੀਆਂ ਦੇ ਡਰਾਈਵਰਾਂ ਲਈ ਨਾਗ ਬੁੱਕ ਰੱਖਣ ਲਈ ਹਦਾਇਤਾਂ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਸਨ ਕਿ ਉਹ ਨਿੱਜੀ ਸਫਰ ਲਈ ਸੜਕ ਤੋਂ ਪਹਿਲਾਂ ਨਿਸਚਿਤ ਇੰਦਰਾਜ਼ ਕਰਨ ਅਤੇ ਅਧਿਕਾਰੀਆਂ ਦੇ ਨਿਵਾਸ ਸਥਾਨਾਂ ਤੇ ਗੱਡੀਆਂ ਲੈ ਜਾਣ ਤੋਂ ਨਾ ਖਤੀਆਂ ਕਰਨ। ਇਨ੍ਹਾਂ ਹਦਾਇਤਾਂ ਦੀ ਪਾਲਣਾ ਕਰਨ ਨਾਲ ਚੈਕਿੰਗ ਸਟਾਫ ਨੂੰ ਇਹ ਪਤਾ ਲਾਉਣ ਵਿੱਚ ਸੌਖੇ ਜਾਂਦੇ ਹਨ ਕਿ ਨਿੱਜੀ ਮੰਤਵਾਂ ਲਈ ਪੈਸੇ ਦੇ ਕੇ ਗੱਡੀਆਂ ਵਰਤਣ ਦੇ ਅਸਲੀ ਕੇਸ ਕਿਹੜੇ ਹਨ ਅਤੇ ਕੁਝ ਕਿਹੜੇ ਹਨ। ਜਿਥੇ ਗੱਡੀਆਂ ਨਿੱਜੀ ਮੰਤਵਾਂ ਲਈ ਵਰਤੀਆਂ ਜਾਂਦੀਆਂ ਹਨ ਪਰੰਤੂ ਉਸ ਸਫਰ ਲਈ ਵਾਸਤਵਿਕ ਸਰਕਾਰ ਪਾਸੋਂ ਕੀਤਾ ਜਾਂਦਾ ਹੈ। ਸਕੱਤਰ, ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਬੋਰਡ ਦੇ ਗਸਤੀ ਪੱਤਰ ਨੰ: 266-1958/17 ਜੀ.ਵੀ.ਬੀ. /58/ਜੀ.ਵੀ.ਬੀ. ਮਿਤੀ 11.3.1959 ਜਿਹੜੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁਖੀਆਂ ਆਦਿ ਨੂੰ ਕੇਵਲਤ ਸੀ, ਰਾਹੀਂ ਵੀ ਸਰਕਾਰੀ ਮੰਤਵਾਂ ਲਈ ਗੱਡੀਆਂ ਦੀ ਨਿਸਚੇ ਹੀ ਉਚਿਤ ਵਰਤੋਂ ਦੀ ਲੋੜ ਤੇ ਜ਼ੋਰ ਦਿੱਤਾ ਗਿਆ ਸੀ। ਫਿਰ ਵੀ ਇਹ ਵੇਖਣ ਵਿੱਚ ਆਇਆ ਹੈ ਕਿ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਵਰਤੋਂ ਪੂਰੀ ਤਰ੍ਹਾਂ ਉਨ੍ਹਾਂ ਮੰਤਵਾਂ ਲਈ ਨਹੀਂ ਕੀਤੀ ਜਾਂਦੀ ਜਿੰਨ੍ਹਾਂ ਲਈ ਉਹ ਬਣੀਆਂ ਹਨ ਸਗੋਂ ਨਿਯਮਾਂ ਅਤੇ ਹਦਾਇਤਾਂ ਦੀ ਉਲੰਘਣਾ ਕਰਦੇ ਹੋਏ ਗੈਰ-ਡਿਊਟੀ ਅਤੇ ਨਿੱਜੀ ਸਫਰਾਂ ਲਈ ਉਨ੍ਹਾਂ ਨੂੰ ਵਰਤਿਆ ਜਾਂਦਾ ਹੈ। ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਇਸ ਵਰਤੋਂ ਨੂੰ ਰੋਕਣ ਲਈ ਸਰਕਾਰ ਨੇ ਫੈਸਲਾ ਕੀਤਾ ਸੀ ਕਿ ਅੱਗੋਂ ਲਈ ਉਲੰਘਣਾ ਦੇ ਅਤੇ ਸਿੱਧ ਹੋਏ ਕੁਤਾਹੀ ਦੇ ਅਜਿਹੇ ਕੇਸਾਂ ਉੱਤੇ ਕਰੜੀ ਕਾਰਵਾਈ ਕੀਤੀ ਜਾਵੇਗੀ ਅਤੇ ਝੂਠੇ ਟੀ.ਏ. ਲੈਣ ਵਾਲੇ ਕੇਸਾਂ ਦੀ ਤਰ੍ਹਾਂ ਇਨ੍ਹਾਂ ਤੇ ਵੀ ਸਖਤ ਅਤੇ ਵਰਜ਼ ਸਜ਼ਾ ਦਿੱਤੀ ਜਾਵੇਗੀ। ਭਾਵੇਂ ਠੀਕ ਠੀਕ ਸਜ਼ਾ ਤਾਂ ਅਪਰਾਧ ਦੀ ਕਿਸਮ ਤੇ ਹੀ ਨਿਰਭਰ ਹੋਣੀ ਚਾਹੀਦੀ ਹੈ। ਇਸ ਤੋਂ ਛੁੱਟ ਇਹ ਵੀ ਦੱਸਿਆ ਗਿਆ ਸੀ ਕਿ ਜਿਹੜਾ ਡਰਾਈਵਰ ਸੜਕ ਤੋਂ



ਪਹਿਲਾਂ ਲਾਗੂ ਬੁੱਕ ਵਿੱਚ ਇੰਦਰਾਜ਼ ਨਹੀਂ ਕਰਦਾ ਉਹ ਆਪਣੀ ਕੁਤਾਹੀ ਅਤੇ ਗਲਤੀ ਦਾ ਜ਼ਿੰਮੇਵਾਰ ਠਹਿਰਾਇਆ ਜਾਵੇਗਾ। ਪਰ ਇਨ੍ਹਾਂ ਹਦਾਇਤਾਂ ਦੇ ਵਿਰੁੱਧ ਭਾਰੀ ਮਾਤਰਾ ਵਿੱਚ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਅਯੋਗ ਵਰਤੋਂ ਵਿੱਚ ਲਿਆਂਦੀਆਂ ਜਾਂਦੀਆਂ ਹਨ ਅਤੇ ਇਹ ਆਮ ਕਰਕੇ ਨਿੱਜੀ ਸਫਰਾਂ ਲਈ ਵਰਤੀਆਂ ਜਾਂਦੀਆਂ ਹਨ। ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੇ ਡਰਾਈਵਰਾਂ/ਅਫਸਰਾਂ ਨੂੰ ਚਾਹੀਦਾ ਹੈ ਕਿ ਸਫਰ ਅਰੰਭ ਕਰਨ ਤੋਂ ਪਹਿਲਾਂ ਲਾਗੂ ਬੁੱਕ ਵਿੱਚ ਸਫਰ ਦਾ ਵੇਰਵਾ ਜ਼ਰੂਰ ਦਰਜ ਕਰਨ। ਇਸ ਬਾਰੇ ਜਿੰਨੀ ਜ਼ਿੰਮੇਵਾਰੀ ਡਰਾਈਵਰ ਦੀ ਹੈ, ਉਨੀ ਹੀ ਅਫਸਰ ਦੀ ਹੋਵੇਗੀ। ਚੈਕਸੀ ਫੀਲਡ ਸਟਾਫ ਨੂੰ ਵੀ ਇਸ ਬਾਰੇ ਅਜ਼ਮਾਇਸ਼-ਚੈਕਿੰਗ ਦਾ ਕੰਮ ਸੌਂਪਿਆ ਹੋਇਆ ਹੈ। ਉਨ੍ਹਾਂ ਨੂੰ ਇਸ ਸਬੰਧੀ ਪੂਰਨ ਸਹਿਯੋਗ ਦਿੱਤਾ ਜਾਵੇ।

5. ਇਹ ਵੀ ਵੇਖਿਆ ਗਿਆ ਹੈ ਕਿ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਤੇ ਜੋ ਨੰਬਰ ਪਲੇਟਾਂ ਹੁੰਦੀਆਂ ਹਨ, ਬਹੁਤ ਸਾਰੇ ਕੇਸਾਂ ਵਿੱਚ ਉਨ੍ਹਾਂ ਵਿੱਚ ਸਬੰਧਤ ਸਰਕਾਰੀ ਵਿਭਾਗ ਜਿਸ ਦੀ ਗੱਡੀ ਹੁੰਦੀ ਹੈ ਦਾ ਨਾਂ ਨਹੀਂ ਲਿਖਿਆ ਹੁੰਦਾ। ਇਸ ਬਾਰੇ ਦੱਸਿਆ ਜਾਂਦਾ ਹੈ ਕਿ ਪੰਜਾਬ ਮੋਟਰ ਵਹੀਕਲ ਰੂਲਜ਼, 1940 ਦੇ ਸਿਡਿਊਲ 2 ਅਨੁਸਾਰ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਉੱਤੇ ਗੋਲ ਨੰਬਰ ਪਲੇਟ ਹੋਣੀ ਅਤੇ ਸਬੰਧਤ ਵਿਭਾਗ ਦਾ ਨਾਂ ਹੋਣਾ ਜ਼ਰੂਰੀ ਹੈ। ਅਜਿਹਾ ਨਾ ਹੋਣਾ ਸਰਕਾਰੀ ਗੱਡੀਆਂ ਦੀ ਅਯੋਗ ਵਰਤੋਂ ਕਰਨ ਲਈ ਸਹਾਈ ਹੁੰਦਾ ਹੈ ਜਿਹੜੀ ਕਿ ਕਾਨੂੰਨ ਦੀ ਉਲੰਘਣਾ ਹੈ। ਇਹ ਵੀ ਵੇਖਿਆ ਗਿਆ ਹੈ ਕਿ ਸਰਕਾਰੀ ਕਾਰਾਂ ਤੇ ਖਾਸ ਕਰਕੇ ਜੀਪਾਂ ਆਦਿ ਤੇ ਆਮ ਕਰਕੇ ਗੋਲ ਨੰਬਰ ਪਲੇਟਾਂ ਲਾਉਣ ਤੇ ਵਿਭਾਗ ਦਾ ਨਾਂ ਲਿਖਣ ਦੀ ਥਾਂ ਚੌਰਸ ਨੰਬਰ ਪਲੇਟਾਂ ਲਾਈਆਂ ਹੁੰਦੀਆਂ ਹਨ। ਇਸ ਕਰਕੇ ਇਸ ਤਰ੍ਹਾਂ ਦੀਆਂ ਗੱਡੀਆਂ ਦੀ ਚੈਕਿੰਗ ਵਿੱਚ ਵੀ ਔਕੜ ਆਉਂਦੀ ਹੈ। ਇਸ ਤੋਂ ਸਾਫ਼ ਜ਼ਾਹਿਰ ਹੁੰਦਾ ਹੈ ਕਿ ਅਜਿਹਾ ਕਰਨ ਵਾਲੇ ਵਿਭਾਗ ਗੱਡੀਆਂ ਦੀ ਕੁਵਰਤੋਂ ਕਰਦੇ ਹਨ। ਇਸ ਸਬੰਧ ਵਿੱਚ ਉਨ੍ਹਾਂ ਦਾ ਧਿਆਨ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਗਸਤੀ ਪੱਤਰ ਨੰ: 19954-20065/1/ਟੀ/5/68/ ਮਿਤੀ 21.10.68 ਵੱਲ ਦਿਵਾਇਆ ਜਾਂਦਾ ਹੈ। ਇਸ ਕਰਕੇ ਇਹ ਦੱਸਿਆ ਜਾਂਦਾ ਹੈ ਕਿ ਕੋਈ ਵੀ ਸਰਕਾਰੀ ਗੱਡੀ ਜੋ ਆਪ ਦੇ ਅਧਿਕਾਰ ਵਿੱਚ ਹੈ, ਰਜਿਸਟਰੇਸ਼ਨ ਪਲੇਟ ਤੇ ਸਬੰਧਤ ਵਿਭਾਗ ਦੇ ਨਾਂ ਬਿਨਾਂ ਹੋਈ ਤਾਂ ਆਪ ਦੀ ਨਿੱਜੀ ਜ਼ਿੰਮੇਵਾਰੀ ਸਮਝੀ ਜਾਵੇਗੀ।

6. ਇਹ ਬੇਨਤੀ ਹੈ ਕਿ ਆਪ ਦੇ ਕੰਟਰੋਲ ਅਧੀਨ ਸਦਰ ਮੁਕਾਮ ਤੇ ਅਤੇ ਮਾਤਹਿਤ ਦਫਤਰਾਂ ਵਿੱਚ ਸਾਰੇ ਕਰਮਚਾਰੀਆਂ ਪਾਸੋਂ ਉਕਤ ਹਦਾਇਤਾਂ ਪੂਰਨ ਪਾਲਣਾ ਲਈ ਨੋਟ ਕਰਵਾ ਲਈਆਂ ਜਾਣ। ਇਸ ਪੱਤਰ ਦੀ ਪ੍ਰਾਪਤੀ ਤੋਂ ਇਕ ਮਹੀਨੇ ਦੇ ਵਿੱਚ ਵਿੱਚ ਇਸ ਤਰ੍ਹਾਂ ਕਰ ਦਿੱਤੇ ਜਾਣ ਬਾਰੇ ਸਰਕਾਰ ਨੂੰ ਚੈਕਸੀ ਵਿਭਾਗ ਵਿੱਚ ਸਰਟੀਫਿਕੇਟ ਭੇਜਣ ਦੀ ਖੇਚਲ ਕੀਤੀ ਜਾਵੇ।

ਵਿਸ਼ਵਾਸ ਪਾਤਰ,

ਉਪ ਸਕੱਤਰ, ਚੈਕਸੀ ਵਿਭਾਗ,

ਵਾ: ਗ੍ਰਹਿ ਸਕੱਤਰ ਅਤੇ ਸਕੱਤਰ, ਪੰਜਾਬ,

ਚੈਕਸੀ ਵਿਭਾਗ।

ਇਕ ਕਾਪੀ ਸਾਰੇ ਵਿੱਤੀ ਕਮਿਸ਼ਨਰਾਂ ਤੇ ਪ੍ਰਸ਼ਾਸਕੀ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ ਨੂੰ ਇਸ ਬੇਨਤੀ ਨਾਲ  
ਜਾਦੀ ਹੈ ਕਿ ਉਹ ਇਹ ਯਕੀਨੀ ਬਣਾਉਣ ਦੀ ਖੋਚਲ ਕਰਨ ਕਿ ਉਕਤ ਹਦਾਇਤਾਂ ਦੀ ਪੂਰੀ ਤਰ੍ਹਾਂ  
ਪਾਲਣਾ ਹੋ ਰਹੀ ਹੈ।

ਉਪ ਸਕੱਤਰ, ਚੌਕਸੀ ਵਿਭਾਗ,  
ਵਾ: ਗ੍ਰਹਿ ਸਕੱਤਰ ਅਤੇ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ,  
ਚੌਕਸੀ ਵਿਭਾਗ

ਕਾ ਵਿਖੇ,

1. ਸਾਰੇ ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ ਤੇ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ।
2. ਸਾਰੇ ਪ੍ਰਸ਼ਾਸਕੀ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ।

ਸਕੱਤਰ ਨੰ: 23(6)-ਚ(3)-79/ ਮਿਤੀ: 19.4.79



PUNJAB GOVERNMENT  
( VIGILANCE -1 BRANCH )

To

1. All Heads of Departments,
2. All Deputy Commissioners in the State
3. Registrar, Punjab and Haryana High Court
4. All Distt, and Session Judges in the State.

Dated: Chandigarh, the 15<sup>th</sup> Oct.1979

Sub:- Policy And Procedure Relating To Vigilance Enquiries And Vigilance Cases

Sir ,

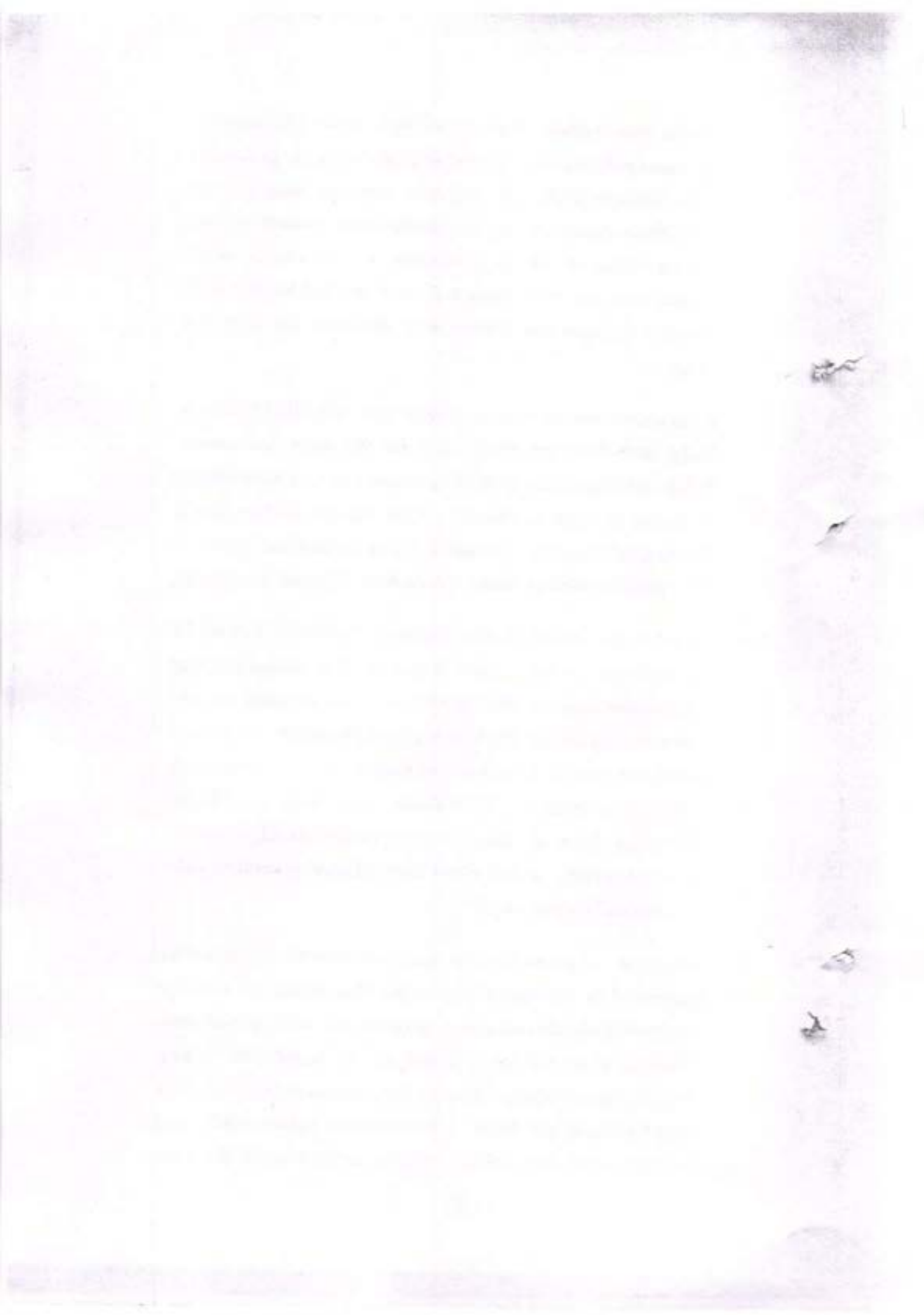
1 I am directed to say that Govt. have recently considered certain aspects of the above mentioned subject and have decided to give approval to certain new measures/have made certain modifications of the instructions already issued vide circular letters dated 15-9-67, 1-6-68 and 9-5-78 which should help to accelerate disposal of vigilance enquiries and vigilance cases and to root out corruption in various departments of the State Govt. The measures and modifications are indicated below:-

- (i) The Administrative Departments/Heads of the Departments themselves should continue to exercise full vigilance on the work and conduct of the Government employees working with them. The designated vigilance officers and also Heads of the Directorates may maintain registers indicating complaints received against their employees and action taken in the matter. The complaints and final reports of enquiries referred by the Vigilance Department may also be



noted in these registers. They should send periodically returns in appropriate performa to be prescribed by the Vigilance Department to the Vigilance Deptt. The Secretary Vigilance along with the I.G.Vigilance should also hold periodically review meetings with the Vigilance officer of various departments. Once in a period or so, meeting would also be convened at the level of Chief Secretary with Secretary Vigilance and Administrative Secretaries for a general review.

- (ii) It has been noted that there is a whole time AIG(VIGILANCE) in Punjab State Electricity Board. It is felt that major autonomous Boards and Corporations in the State should also have some officers designated as Vigilance Officers. These Vigilance Officers in the Boards should discharge vigilance functions for their employees and also maintain continuous liaison with the State Vigilance Department;
- (iii) At present the jurisdiction of the Vigilance Department is barred for the employees of autonomous Bodies and Corporations including Improvement Trusts even though such employees are public servants. It has been decided that the State Vigilance Department should have jurisdiction over the employees of statutory Boards, Corporations, Improvement Trusts etc. The Vigilance Bureau however, would take note of and enquire into cases of criminal misconduct only on the part of such employees as may render them liable for prosecution under Prevention of Corruption Act.
- (iv) At present non gazetted staff in various departments are beyond the purview of the Vigilance Bureau. It has been decided that while the Vigilance Bureau may continue to primarily deal with important cases involving senior officers, it should not be barred from making enquiries against NGOs. However such enquires in regard to NGOs should ordinarily not exceed 5 to 10% and cover serious allegations of disproportionate assets, cheating, forgery, embezzlement of funds and





misappropriation etc. While the bulk of the cases in regard to non-gazetted staff may appropriately continue to be handled by the concerned departments, the selective entry of the Vigilance Bureau in the field should have a healthy deterrent effect. The Vigilance Bureau may have full powers regarding registration of enquiries and cases against NGOs but sanctions would be given at the level of S.P.Vigilance. On the basis of evidence collected during investigation of regular enquiry or a criminal case as to what further necessary action is to be taken should however be decided by the Vigilance Department.

- (v) In regard to procedural matters which impede the progress of enquiries with the Inquiry Officer, it has been decided inter alia that the District Attorney attached with the Inquiry Officer may act as the Presenting Officer for all enquiries which are referred direct by the Administrative Departments to the Inquiry Officer (Vigilance).
- (vi) It has been decided that in the interest of clean administration Vigilance Clearance certificates may henceforth be made a prerequisite in all cases of promotions, empanelment, retirement and deputation on foreign service etc. of Government employees.

2. The above decisions/guide-lines may be noted for compliance by the Vigilance Bureau as well as various departments of Govt. and further necessary action be taken as emphasised.

Yours faithfully,

Sd/-

( Gulwant Singh )

Deputy Secretary Vigilance .

Subject

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21-12-1979

PUNJAB GOVERNMENT

Department of Vigilance  
(Vigilance I Branch)

To

All Heads of Departments

All Commissioners of Divisions and  
Deputy Commissioners in the State.

Dated, Chandigarh the 21<sup>st</sup> December, 1979.

**Subject:** Policy and procedure relating to Vigilance enquiries-  
**Maintenance** of registers indicating action taken in the matter regarding  
complaints received against their employees direct or through the Vigilance  
Department Sending of Periodical returns.

Sir,

I am directed to refer to Punjab Government , Department of  
Vigilance letter No.19(1)79-V(3)9135 dated the 15<sup>th</sup> October, 1979, on the  
subject mentioned above , and to say that according to the decision conveyed  
vide para(I) of the above letter the periodical statements may be sent quarterly  
in the performa enclosed herewith. The first return for the quarter ending  
31.12.1979 should be reach this Department by the 15<sup>th</sup> January,1980  
positively. Subsequent returns may be sent by the 15<sup>th</sup> of the month  
following the quarter.

Yours faithfully,

Sd/-

Gulwant Singh  
Deputy Secretary Vigilance

Proforma for sending periodical returns to Vigilance Department in respect of complaints \ Corruptions cases finally disposed off showing work done by the designated Chief Vigilance Officer and Vigilance officers.

Report for the period from \_\_\_\_\_ to \_\_\_\_\_  
i.e. for the I/II/III/IV th quarter of the year \_\_\_\_\_

1. No. of complaints pending at the end of the previous quarter:-

(a) received direct :

b)received through Vigilance Department:

2. No. of complaints received during the quarter under report:

a) received direct ;

b)received through Vigilance Department:

3. No. of complaints /corruption cases finally disposed off (detail to be given in annexure -I ).

4. No. of cases pending at the end of the quarter in which criminal proceedings have been /are proposed to be launched (detail to be given in annexure-II).

5 .No. of cases pending in which action is being taken under the P&A rules ,1970 (detail to be given in annexure -



III ).

6. No of cases still unclassified plus those cases in which it is proposed to warn a Govt. employee to be more careful in future .
7. No. of complicated cases which have been referred to Vigilance Department for investigation. (detail to be given in annexure-IV).
8. Details of work done by the Chief Vigilance Officers and Vigilance Officers during the quarter under report.

Signature of the Chief  
Vigilance Officer/Vigilance  
Officer.



### Complaint cases

[illegible]



[illegible]

### ANNEXURE -III

[illegible]



**(Cases referred to Vigilance Department)**

101



10-1-1980

Copy of letter No.19(1)79-V(3)/222 dated 10<sup>th</sup> Jan.1980 to All Heads of Departments, and Commissioners and Deputy Commissioners in the State etc.

Subject:- Policy and procedure relating to Vigilance enquiries and Vigilance cases.

Sir.

I am directed to refer to instructions issued by the Department vide letter No.19(I)79-V(3)/9135 dated 15.10.1979 on the above subject and to say that Government have reconsidered the matter with regard to obtaining Vigilance clearance certificates before promotions etc. of the Government employees. The above mentioned instructions in this respect are modified to the extent that in future vigilance clearance certificates in respect of integrity would be pre-requisite in all cases of promotions, empanelment and deputation on foreign training etc. of Class I State Services Officers(including promotion of Class II Officer to Class I) and All India Service Officers. For the remaining employees the necessary clearance certificates may be taken by the Department concerned from their own Chief Vigilance Officer who will keep necessary liaison with this department.

2. The Vigilance Clearance Certificate before retirement shall continue to be obtained from this department in respect of all gazetted officers as before sanction of.

.....

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE I BRANCH)

20-6-1980

To

The Director, Vigilance Bureau,

Memo No.19(28)80-V(3)/2058

Dated, Chandigarh, the 20 th June, 1980

Subject Streamlining the scrutiny of Vigilance enquiries and case-Measures for.

Reference your letter No. 22174/VB/CC.6 dated the 19 th September, 1978, on the subject noted above.

2. The matter regarding allegations which are reported to be unproved by the Investigating Officer/Vigilance Bureau has been reconsidered by the Government and it has been decided that in future Vigilance Bureau while sending Final Investigation Reports may give detailed reasons in his Forwarding Memo. In respect of each and every allegation whether the same is proved or not.

3. It has been further noticed that prompt follow up action is not taken in Vigilance Bureau in regard to various decisions of the Government and that action is taken after great delay. This results in the accused escaping unpunished. Even in cases in which criminal cases are allowed to be registered as proposed by Vigilance Bureau the cases are not actually registered for months together and even reminders have to be issued to find out whether the cases have actually been registered or not? As such prompt implementation action regarding decisions of the Government should be taken at all levels of Vigilance Bureau.

4. The above instructions may be brought to the notice of all concerned for prompt compliance.

Sd/-



Gulwant Singh  
Deputy Secretary Vigilance

No. 19(28)80-V(3)/2059

Dated Chandigarh the, 20<sup>th</sup> June, 1980

A copy is forwarded for information and necessary action to:-

- (1) Budget & Establishment Officer, Vigilance Department.
- (2) Superintendent, Vigilance I Branch.
- (3) Superintendent, Vigilance II Branch.
- (4) Superintendent, Vigilance III Branch.
- (5) District Attorney, Vigilance Department.
- (6) ADA Vigilance /EA Vigilance.

2. The cases where information regarding implementation of the decisions of the Government is not received from Vigilance Bureau, Punjab, for a sufficient long time may in future be brought to the notice of DSV/H.S.

Sd/-

Gulwant Singh  
Deputy Secretary, Vigilance.



GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE -1 BRANCH)

4-7-1980

To

The Director, Vigilance Bureau,  
Punjab.

Memo No .19/10/79-V(3)/5054

Dated : Chandigarh ,the 4.7.1980

Sub:- Measures for speedy disposal of Vigilance enquiries/cases.

Reference subject noted above.

2. Government have considered the matter regarding investigation of Vigilance enquiries/cases and have decided that the following time schedule is observed for investigation disposal of various types of enquiries/cases:-

**PRELIMINARY ENQUIRIES :**

The final report in the preliminary enquiry registered under the orders of Govt. or by Director Vigilance Bureau directly, should be submitted where necessary , to the Govt. within a period of one month. Where it is not possible for the Investigating Officer to complete the preliminary enquiry within one month, a further extension of one month should be obtained from Director, Vigilance Bureau. So in any case, the report on a preliminary enquiry should be submitted to the Govt. after a period of two months positively. If a Preliminary enquiry is registered under the orders of Govt. it may also be ensured that the same is registered immediately on receipt of such reference in Vigilance Bureau.

### REGULAR ENQUIRIES:

In case of a Regular Enquiry , final report after enquiry should be submitted to the Govt. within a period of six months positively . Extension for a period beyond six months should be sought after recording reasons by Director Vigilance Bureau like non -cooperation of the officer ,non -availability of record or the enquiry being complicated or containing a large number of allegations . It may also be ensured that no delay occurs simply in registration on such an enquiry .

### RAID/TRAP CASES:

In raid /trap cases it may also be ensured that the challan is put in a court of competent jurisdiction within six months from the date of laying such a trap Criminal cases registered as a result of PE/RE In such cases it may be seen that investigation is completed within a period of one year .

3. The following decisions are re-iterated for compliance as already emphasized:-

(a) When it is recommended by Vigilance Bureau that the delinquent officer/official be proceeded against departmentally, it may be ensured that drafts of statement of misconduct and statement of imputations etc. are enclosed with such a reference.

(b) When comments are asked for from Vigilance Bureau on replies submitted by delinquent/charged officers it may be ensured that the same are sent to Vigilance Department within a period of one month urgently except in complicated cases where an extension of only 1-2 weeks may be taken .



(c) In those cases where prosecution sanction is asked for, it may be seen that the draft prosecution sanction order is sent with such a reference.

4. It is requested that the above instructions may be brought to the notice of all concerned for strict compliance.

GULWANT SINGH  
DEPUTY SECRETARY VIGILANCE

No.19/10/79-V(3)/5085

Dated : Chandigarh the 4-7-1980

A copy is forwarded to:-

1. The Budget & Establishment Officer, Vigilance, Deptt.
2. Superintendent Vigilance -I Branch.
3. Superintendent Vigilance -II Branch
4. Superintendent Vigilance-III Branch

It may be ensured that the references received from Vigilance Bureau are promptly dealt with and those cases where replies are not received within the period as prescribed above are brought to the notice of Deputy Secretary, Vigilance/Home Secretary.

(Gulwant Singh),  
Deputy Secretary, Vigilance.



Government of Punjab  
Department of Vigilance  
(Vigilance -I Branch)

To

All Heads of Departments ,  
Commissioners of Divisions and  
Deputy Commissioners in the State .

Dated, Chandigarh, the 25 th Aug. ,1980.

Sub:- Eradication of corruption-stopping of parallel inquiry by  
Administrative Departments when a regular enquiry is registered by  
Department of Vigilance,.

Sir ,

I am directed to refer to Punjab Government ,Department of  
Vigilance's Circular letter No. 3647-V(3)-78/4155 dt . 5.5.1978, in which it  
was inter-alia laid down that no administrative departments should hold an  
enquiry into a matter which is being probed by the Vigilance Department.  
Rather in such cases the Administrative Department should extend full  
assistance to Vigilance Bureau in the investigation. It has come to the notice of  
Government that these instructions are not being meticulously followed. In  
such cases there is always a chance of conflicting conclusions being arrived at  
This might be embarrassing to be Government more often than not. //

2. For the facility of the Departments it has been decided that this  
department shall send information along with the list of allegations when a



regular enquiry is registered against an officer/official of your Department. It is now requested that the instructions issued vide letter under reference may be strictly followed in future .

Sd/-  
(Gulwant Singh)  
Deputy Secretary Vigilance

A copy is forwarded to all Financial Commissioners and Administrative Secretaries to Government Punjab for information and strict compliance in continuation of this departments' U.O, endorsement No. 3647-V(3)-78/ Dated 5.5.1978.

Sd/-  
(Gulwant Singh)  
Deputy Secretary Vigilance

To

1. All Financial Commissioners Punjab.
2. All Administrative Secretaries to Govt. Punjab .

U.O. No.19(1)80-V(3)/ Dated ,Chandigarh , the 25<sup>th</sup> Aug. 1980



1. The first part of the paper discusses the importance of the study and the objectives of the research. It also provides a brief overview of the methodology used in the study.

2. The second part of the paper presents the results of the study. It includes a detailed description of the data collected and the analysis performed. The results are presented in a clear and concise manner, with appropriate use of tables and figures.

3. The third part of the paper discusses the implications of the study. It highlights the key findings and their significance for the field of research. It also provides recommendations for future research and practical applications.

4. The final part of the paper is a conclusion. It summarizes the main points of the study and reiterates the importance of the findings. It also provides a final statement on the overall contribution of the research to the field.

ਚੌਕਸੀ ਵਿਭਾਗ  
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ਵਿਸ਼ਾ :- ਪੈਨਸ਼ਨ/ਤਰੱਕੀ ਆਦਿ ਦੇ ਕੇਸਾਂ ਵਿੱਚ ਚੌਕਸੀ ਵਿਭਾਗ ਦਾ ਸਫਾਈ ਸਰਟੀਫਿਕੇਟ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਇਸ ਵਿਭਾਗ ਦੇ ਗ.ਸ.ਪ. ਨੰ: 6508-ਚ(3)-73, ਮਿਤੀ 31.10.1973 ਦੇ ਸਿਲਸਿਲੇ ਵਿੱਚ।

2. ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗਾਂ ਵੱਲੋਂ ਸਾਰੇ ਗਜ਼ਟੀ ਅਧਿਕਾਰੀਆਂ ਦੇ ਹੱਕ ਵਿੱਚ ਪੈਨਸ਼ਨ ਸਬੰਧੀ ਸਫਾਈ ਸਰਟੀਫਿਕੇਟ ਹਾਸਲ ਕਰਨ ਦੀ ਲੋੜ ਦੇ ਨਾਲ ਨਾਲ ਹੁਣ ਇਸ ਵਿਭਾਗ ਦੇ ਗ.ਸ.ਪ. ਨੰ: 19(1)-79-ਚ(3), ਮਿਤੀ 10.1.1980 ਦੀ ਰੋਸ਼ਨੀ ਵਿੱਚ ਕਲਾਸ -1,11 ਗਜ਼ਟੀ ਅਧਿਕਾਰੀਆਂ ਦੇ ਤਰੱਕੀ, ਵਿਦੇਸ਼ ਜਾਣ ਸਬੰਧੀ ਆਦਿ ਦੇ ਕੇਸਾਂ ਵਿੱਚ ਵੀ ਚੌਕਸੀ ਵਿਭਾਗ ਦਾ ਸਫਾਈ ਸਰਟੀਫਿਕੇਟ ਲੈਣ ਦੀ ਜ਼ਰੂਰਤ ਹੈ। ਬੇਨਤੀ ਹੈ ਕਿ ਇਸ ਵਿਭਾਗ ਨੂੰ ਅਜਿਹੇ ਹਵਾਲੇ ਕਰਨ ਸਮੇਂ ਨਿਮਨਲਿਖਤ ਵੇਰਵਾ ਭੇਜਿਆ ਜਾਇਆ ਕਰੇ:

1. ਸਬੰਧਤ ਅਧਿਕਾਰੀ ਦਾ ਸਰਨੇਮ (ਜੇਕਰ ਕੋਈ ਹੋਵੇ) ਅਤੇ ਪਿਤਾ ਦਾ ਨਾਂ:
2. ਸਬੰਧਤ ਅਧਿਕਾਰੀ ਦੀ ਪਿਛਲੇ 10 ਸਾਲਾਂ ਦੀ ਸੇਵਾ ਦਾ ਵੇਰਵਾ:
3. ਅਜਿਹੇ ਚੌਕਸੀ ਕੇਸਾਂ ਦਾ ਵੇਰਵਾ ਜਿਹੜੇ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਦੇ ਨੋਟਿਸ ਵਿੱਚ ਆਏ ਹੋਣ।

(ਗੁਲਵੰਤ ਸਿੰਘ)

ਉਪ ਸਕੱਤਰ, ਚੌਕਸੀ।

ਸੇਵਾ ਵਿਖੇ,

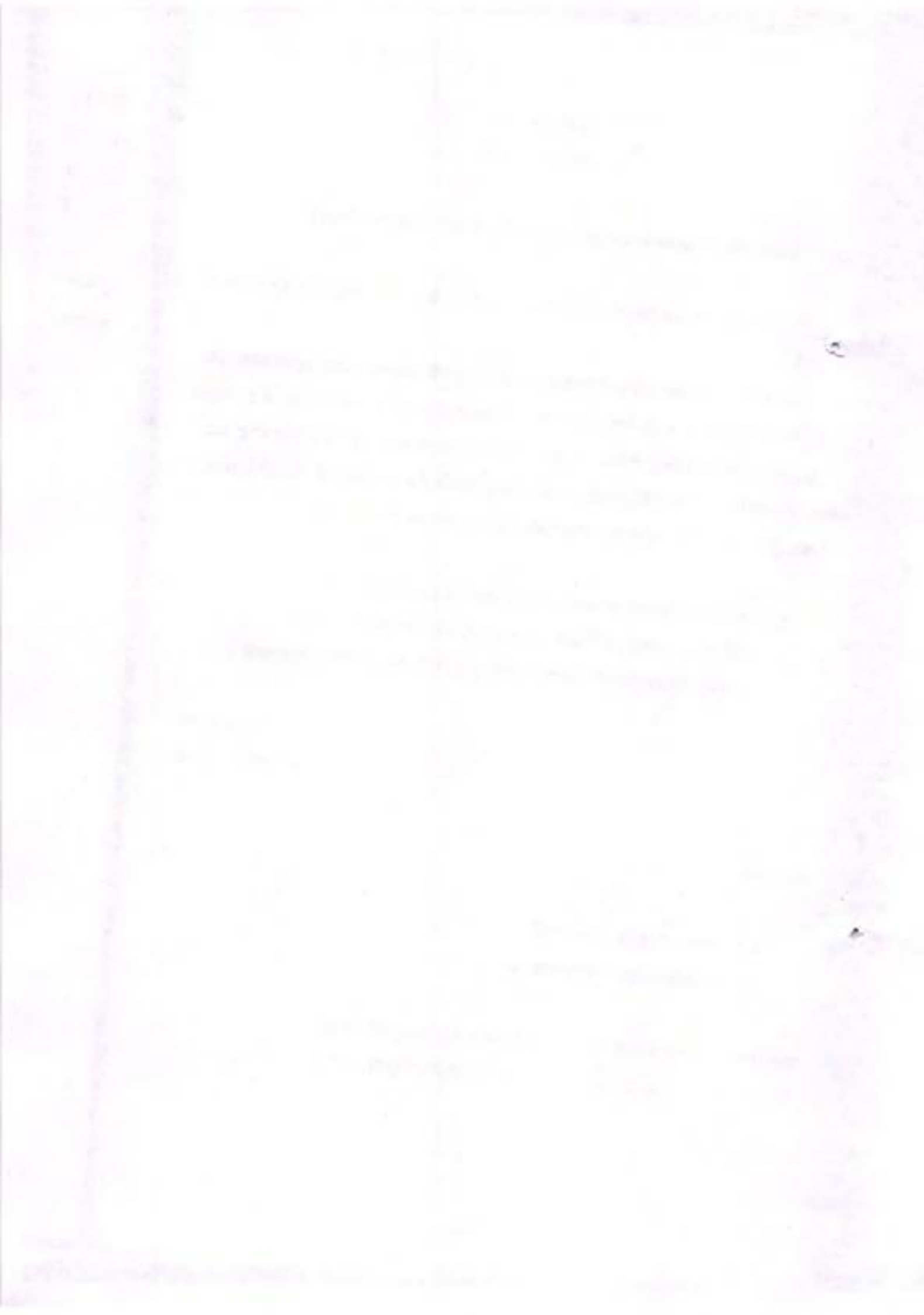
1. ਸਮੂਹ ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ, ਪੰਜਾਬ ਅਤੇ
2. ਸਮੂਹ ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ।

ਗ.ਸ.ਪ.ਨੰ: 19(31)-80-ਚ(3)

ਨੰ: 19(31)-80-ਚ(3)/8012

ਮਿਤੀ ਚੰਡੀਗੜ੍ਹ ਅਕਤੂਬਰ, 1980

ਮਿਤੀ ਚੰਡੀਗੜ੍ਹ ਅਕਤੂਬਰ, 1980





ਇਕ ਉਤਾਰਾ :

1. ਡਾਇਰੈਕਟਰ, ਵਿਜ਼ੀਲੈਂਸ ਬਿਓਰੋ,
2. ਇਨਕੁਆਰੀ ਅਫਸਰ, ਚੌਕਸੀ ਵਿਭਾਗ, ਪੰਜਾਬ:
3. ਚੌਕਸੀ ਵਿਭਾਗ ਦੀਆਂ ਸਾਂਗੀਆਂ ਸ਼ਾਖਾਵਾਂ ਦੇ ਸੁਪਰਡੈਂਟ

(ਸਮੇਤ ਬਜਟ ਅਤੇ ਅਮਲਾ ਅਫਸਰ):

ਨੂੰ ਭੇਜ ਕੇ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਸਬੰਧਤ ਅਧਿਕਾਰੀ ਦੇ ਹੱਕ ਵਿੱਚ ਅੱਗੇ ਤੋਂ ਰਿਪੋਰਟ ਉਕਤ ਵੇਰਵੇ ਦੇ ਆਧਾਰ 'ਤੇ ਤਿਆਰ ਕੀਤੀ ਜਾਇਆ ਕਰੇ ਅਤੇ 20 ਦਿਨਾਂ ਦੇ ਵਿੱਚ ਵਿੱਚ ਭੇਜ ਦਿੱਤੀ ਜਾਇਆ ਕਰੇ।

(ਗੁਲਵੰਤ ਸਿੰਘ)

ਉਪ ਸਕੱਤਰ, ਚੌਕਸੀ



PUNJAB GOVERNMENT  
DEPARTMENT OF VIGILANCE  
(VIGILANCE - I BRANCH)

5-2-1981

To

The Director, Vigilance, Bureau,  
Punjab.

Memo No. 19(22)80-V(3)/869/

Dated, Chandigarh the 5 th February, 1981.

Sub:- Source reports Initiation there of.  
Reference subject noted above.

2. It has been noticed that a large number of source reports are initiated but allegations are established in a very small number out of the preliminary enquiries and regular enquiries registered. This shows that avoidable harassment is caused to the officers/officials on the basis of these reports. In order to put reasonable check on the Vigilance officers in the field who initiate such source reports it has been decided by Government that the following action is to be taken in this respect:-

- (i) That before initiating the source report the officer concerned must verify the information given by the informer or obtained by him otherwise by making local secret inquiries and submit source report for future action only if he is satisfied that prime-facie the allegations are correct.
- (ii) To keep a check on persons making false accusations against the officers, the Vigilance Police officers should ask them to file affidavit if so considered necessary by the officer so as to satisfy about the allegations being prime facie correct



- (iii) If subsequently , the allegations in the source report are found to be false or baseless, a report should be initiated against the officer, for taking suitable action against him in order to ensure that the officer concerned should discharge his responsibility regarding verification of allegations properly and after the initiation of the enquiry, he should show proper diligence in collecting evidence for proving the allegations.

3 This may be brought to the notice of all the Inquiry/ investigating officer of the Vigilance Bureau for compliance. Strict disciplinary action may be taken if after inquiry it is established that the source report was submitted by the Inquiry officer as a result of ill- will malice or some ulterior motive.

Sd/-Gulwant Singh  
Deputy Secretary Vigilance

\* \* \* \* \*

Govt. of Punjab  
Department of Vigilance  
( Vigilance -I Branch)

To

All Heads of Departments ,  
All Commissioners/Deputy Commissioners,  
in the State.

Dated : Chandigarh the 5 th Feb.,1981

Sub:- Action against persons who make wild and baseless allegations against  
Govt. employees .

Sir,

1 I am directed to refer to you on the subject noted above and to say that it has- been felt that very wild and serious allegations including corruption and disproportionate assets are made against Govt. employees . As the proper procedure is not followed before undertaking enquiries on the basis of such complaints it becomes difficult to take action against the complainants when the allegations made by them are found to be false and baseless . The Govt. does not believe in launching any witchhunt against the Govt. employees and, therefore wild and baseless accusations against Govt. employees deserve to be curbed down. In order to enable the officer complained against and the enquiry officers to launch prosecution against the complainants who are found to have made false accusations against Govt. employees in the Judicial courts under section 182 IPC and 211 IPC , in consultation with the Law Department, it has been decided that the following procedure should be followed before undertaking any enquiry:-

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- (i) That where information is given by a complainant with intent that the authority concerned may take action against the officer complained against which may not amount to making charge of any criminal offence or with the intent that criminal proceedings may be instituted against the public servant complained against the Inquiry Officer /Investigating Officer , before taking up the enquiry/investigation should ask for an affidavit from the complainant in support of the allegations made by him so that later on, if after investigation these allegations are found to be false that inquiry officer/Investigating officer could file a complaint under section 182 IPC in a court of Law of competent jurisdiction for prosecution of the complainant in accordance with the provisions of section 195 Cr. P.C.
- (ii) That if the allegations made by the complainant amount to making of charge of any criminal offence with intent that criminal proceedings be instituted against the public servant complained against , then the Inquiry Officer/Investigating Officer before taking up the enquiry /investigation should record the statement of the complainant .It should be clearly recorded in the statement whether the complainant desires that the criminal proceedings should be instituted against the public servant complained against. If after inquiry/investigation , the allegations made by the complainant are found to be false, the officer complained against can file a complaint for prosecution of the complainant under section 211 IPC in judicial Court as in that case Provisions of Section of 195 Cr.P.C .would not be attracted.

2 The Inquiry/Investigating Officer should be fully impressed to follow the above procedure meticulously so that no difficulty is experienced in launching prosecution against such complainant. These instructions may be brought to the notice of all inquiry officers/ investigating Officers for strict compliance.

Yours faithfully,



Sd/-

(Gulwant Singh)

Deputy Secretary Vigilance

No 19/23/80V(3)/872

Dated, Chandigarh the 5 th Feb., 1981

A copy is forwarded to DVB Punjab for immediate necessary action  
under intimation to this Department.

To

The  
Vigilance

Minister  
Department

Sub:- Fixing  
Regulation

Reference

2. In view of the  
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PUNJAB GOVERNMENT  
DEPARTMENT OF VIGILANCE  
VIGILANCE I BRANCH

21-7-1981

To

The Director ,  
Vigilance Bureau , Punjab

Memo No. 19(13) 79-V(3)/5037

Dated, Chandigarh the 21 July ,1981.

Sub:- Fixation of time limit for investigation/disposal of Preliminary/  
Regular Enquiries by the Vigilance Bureau/Department .

Reference subject noted above.

2. In order to accelerate the disposal of Vigilance enquiries/cases it has been decided by the Government that the following time schedule should be adhered to by the Vigilance Bureau for disposal of Preliminary/ regular enquiries:-

PRELIMINARY ENQUIRIES

The Vigilance Bureau shall ensure that final report of a preliminary enquiry is submitted to Government within two months period from the date of its registration. In exceptional cases Director Vigilance Bureau shall move the Government for relaxation of this period . Otherwise in normal cases, where investigation of a Preliminary Enquiry is not completed within a period of two months , a presumption will arise that the allegations are not prima-facie correct and Preliminary Enquiry should be dropped.

## REGULAR ENQUIRIES

- (i) Investigation into an R.E. will be completed by the Investigating Officer within a period of six months.
  - (ii) V.B. after examination of the report of the Investigating Officer and after obtaining further information, if necessary should submit the final report to Vigilance Department within a period of 1-1/2 months.
2. It is requested that the above time-schedule may be got noted from all concerned for strict observance.

(Daljit Singh)

Superintendent

No. 19(13)79-V(3)/5038 Dated , Chandigarh , the 21 st July 1981

A copy is forwarded to:-

1. Budget & Establishment Officer, Vigilance Department, Punjab
2. Superintendent, Vigilance I Branch.
3. Superintendent ,Vigilance II Branch
4. Superintendent, Vigilance III Branch .
5. District Attorney, Vigilance Department ,Punjab
6. Examiner Accounts, Vigilance Department .Punjab.

for information and necessary action.

2. It has been decided that action may be taken in this Department for disposal of reports submitted by the Vigilance Bureau ,Punjab as Under:-

- (i) Examination of the reports submitted by the Vigilance Bureau even where a back reference is necessary to obtain further

Superi



information from the Vigilance Bureau should be completed within a period of three months .

- (ii) A period of one and half month should suffice for disposal at the level of Secretary Vigilance and Chief Minister.

(Daljit Singh)

Superintendent.

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE -I BRANCH)

21-7-1981

To

The Director ,  
Vigilance Bureau ,Punjab,  
Chandigarh.

Memo No. 19(45)80-V(3)/5040

Dated : Chandigarh the 21 st July ,1981

Sub: Guidelines For Improving The Working Of Vigilance Bureau, Punjab .

Reference your office memo No. 3687/VB /CC-6 dated the 11 th  
February, 1981 on the subject noted above .

2. The suggestions given by you in the letter under reference have been  
considered by the Govt. and in order to improve the working of the Vigilance  
Bureau, Punjab the following decisions have been taken:-

(i) It has been decided that enquiries/cases against the political leaders  
may not be entrusted to Vigilance Bureau, Punjab so that they may  
concentrate on enquiries /cases against Govt. employees or  
employees of Public undertakings . Pending the constitutions of  
Lokayukta or Lokpal enquiries/ cases against the political leaders  
may be handled by CID and the Home Department and in future such  
complaints may be referred to them.

(ii) It has also been decided that enquiries/cases should be undertaken  
selectively and enquiries need not be initiated in each and every case in  
which allegations are made against employees of Govt./Public

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Undertakings .Normally enquiry relating to the following allegation should be conducted by the Vigilance Bureau and enquiry relating to other types of allegations may be left to be looked into by the concerned Departments /Heads of Departments.

- (a) Assets disproportionate to the know sources of income.
  - (b) Allegations constituting offences under Prevention of Corruption Act and under Sections 161, 162, 163, 164, 165-A, 166, 168, 169 170, 171,/ 409/420, 467, 488, 471-A/ 477/ 120-B of Indian Penal Code ( IPC ).
  - (c) Allegations of moral turpitude.
- (iii) Thirdly it has been found that the proposal of Vigilance Bureau, Punjab for the services of one DSP to look into cases of disproportionate assets is justified. You may therefore, submit a proposal suggesting the competent, well reputed and experienced Punjab Police retired or in service for the purposes, having background CBI work.
- (iv) As regards registration of criminal cases pending for completion of inquiry, it has been decided by the Govt. that no amendment in the instructions dated 9.5.78 is called for. Every case will be examined on merits and where material on record justified the registration of criminal case, the same can be allowed to be registered and in other cases further justification has to be furnished by Vigilance Bureau in support of their proposal.
- (v) As regards the proposal to vest all powers for the disposal of Regular Enquiries/ Criminal cases against non-gazetted officer in the Vigilance Bureau it has been found that already sufficient powers are vested in the Vigilance Bureau for such disposal independently without reference to the Govt vide instructions dated 9.5.78 Vigilance Bureau is competent even to refer the cases against non-gazetted for



prosecution sanction directly to the Head of the Department concerned and only proposals for filing criminal cases as untraced and reports of Regular /Preliminary case enquiries against non-gazetted officers are required to be submitted to Govt. as per instructions dated 15.10.1979. After considering the whole matter the aforesaid instructions are modified to the extent that reports of Preliminary/Regular Enquiries may be sent directly by the Vigilance Bureau to the Head of the Department concerned for appropriate action and ensure necessary action against the delinquents by necessary correspondence with them. It is further decided that intimation to this effect should always be sent to this department whom reference to the head of Department is made for prosecution sanction or result of enquiries is conveyed to them.

- (vi) Lastly it has been found that various decisions taken by the Govt. are not implemented by the Vigilance Bureau, in letter and spirit thereby resulting in delay in the disposal of enquiries /case for example:-
- (a) Draft chargesheet alongwith the Final report where departmental action is suggested against the delinquent is not furnished there by necessitating a back reference for the purpose and delaying the disposal by a period of 3 to 6 months.
  - (b) Comments on the reply of the officers to the charge sheet are required to be submitted within a period of one month but generally such comments are submitted after a period of 6 months to one year.
  - (c) Clarifications on essential points are submitted generally after a period of three months to one year and investigating officers when summoned for clarifications take long time to come and sometime they are not ready with the requisite information.

- (d) A time schedule has been laid down for the submission of reports in PE /REs within a period of 2 months/6 months but this is seldom adhered to. In future the decisions of the Govt. on these points should be complied with strictly.

The above decisions of the Govt. may be brought to the notice of all concerned for compliance in letter and spirit .

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GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE I BRANCH)

21-7-1981

21-7-1981

Subject:-

Departmental action against All India Service Officer.

Will the:-

- (i) Department of Personnel & Administrative Reforms,  
Punjab
- (ii) Department of Home, Punjab and
- (iii) Department of Forests, Punjab,

refer to the subject noted above.

2 It has been decided by the Govt. that although Vigilance Department is competent to take departmental action against All India Service Officers for imposition of minor or major penalties yet as a matter of policy action for imposition of such penalties on All India services Officers may continue to be taken by the respective Administrative Department as heretofore as they have to consult the Union Public Service Commission and Ministry of Home Affairs. Govt. of India, before imposition of such penalties.

Deputy Secretary, Vigilance.

To,

- 1) The Department of Personnel & A.R. Punjab
- 2) The Department of Home, Punjab.
- 3) The Department of Forests, Punjab.

U.No. 19/13/79-V(3)/

Dated Chandigarh, the 21<sup>st</sup> July, 1981



12-4-1982

PUNJAB GOVERNMENT  
DEPARTMENT OF VIGILANCE  
(VIGILANCE - I BRANCH)

To

All Heads of Department ,Registrar, Punjab &  
Haryana High Court , Commissioners of Divisions  
and Deputy Commissioners in the State.

Dated, Chandigarh, the 12 April, 1982.

Subject:- Eradication of Corruption.

I am directed to invite a reference to Punjab Government circular letter No.7462-V(1)-67/26554 dated 15-9-1967 , on the subject noted above and to say that the Government have decided to substitute the Note II below para 1(D) thereof as under:-

"The Vigilance Department would not take cognizance of anonymous and pseudonymous complaints and the same would be destroyed /filed."

2. I am to request you that the above instructions may be amended accordingly and brought to the notice of all concerned.

Yours faithfully

(Gulwant Singh)

Deputy Secretary Vigilance

No 19(35)80-V(3)/18911

Dated , Chandigarh , the 12 April, 1982.

4-8-1982

Copy of letter No. 4/3/81-IPF /10834, dated the 4 th August,1982 , issued by the Department of Personnel and Administrative Reforms(Personnel Polices Branch) addressed to all Heads of Departments, Registrar ,Punjab and Haryana High Court ,Commissioners of Divisions all Deputy Commissioners and Sub - Divisional Officers (Civil) in the State and copy to all the Administrative Secretaries to Government ,Punjab.

Subject:- Procedure to be followed in cases ,where the turn of an officer/official whose conduct is subject to an enquiry comes up for retirement or promotion to higher post.

Dated : 4-8-1982

I am directed to invite a reference to Punjab Government circular letter No. 4/3/81-IPP/3500,dated 15.4.1981 on the subject, where in it was emphasised that the promotion of an employee on the date should be with-held only if actionable material under the relevant punishment and appeal rules had been brought out and it was intended to take action against him under the said rules. The matter has been considered further and it has now been decided by the Government that preliminary enquiries will not affect promotion/pension etc. and only regular enquiries where charge-sheets have been served or challans have been put up in a court of law should be taken into consideration for withholding the promotion/pension of the concerned employee .

2. The above instructions may please be brought to the notice of all concerned.
3. Please acknowledge the receipt of this letter.



15-2-1983

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE I BRANCH)

To

All Heads of Department ,  
Registrar, Punjab and Haryana High Court,  
All Commissioners, and Deputy Commissioners  
in the State.

Dated: Chandigarh, the 15 th Feb., 1983

Sub: Expeditious disposal of departmental inquiries being conducted by  
the Inquiry Officer, Vigilance Punjab

Sir,

I am directed to refer to above subject and to state that the question of expeditious completion of the department inquiries conducted by the Inquiry Officer Vigilance Punjab Chandigarh, has been engaging the attention of Government. It has been observed that these departmental inquiries get struck up due to frequent absence of the Government employees facing enquiry, on the one ground or the other as well as the delayed supply of the records requisitioned by the Inquiry Officer from various quarters. After consideration of the matter, it has been decided that the Government employee facing enquiry shall appear regularly before the Inquiry Officer, Vigilance, Punjab on each date of hearing and if his absence is unavoidable due to exigencies of work or otherwise on any date of hearing, he will be



required to submit a certificate to his supervisory officer explaining the reasons for absence on that date failing which the enquiry will proceed ahead. As regards records requisitioned by the Inquiry Officer, Vigilance Punjab in connection with inquiries pending before him, it will be the sole responsibility of the Administrative Department and Head of the Department concerned to ensure that the records are furnished to him before the due date, failing which the probable date for its supply will be intimated to the inquiry Officer.

2. Accordingly, you are requested to bring these instructions to the notice of all the Government employees of your department and to ensure their meticulous compliance.

Yours faithfully,

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

A copy is forwarded to the Financial Commissioners, and all Administrative Secretaries to Government Punjab for information and similar action.

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

To

The Financial Commissioners and all  
Administrative Secretaries to Government Punjab.

U.O.No. 19/6/83-V(3)/

Dated :Chandigarh ,the 15<sup>th</sup> Feb.,1983

A copy is forwarded to the Director, Vigilance Bureau, Punjab for information.

2. He is requested to ensure that complete addresses of witnesses are given in the drafts of charge-sheets supplied to the Govt.

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GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE I BRANCH)

15-2-1983

To

The Director,  
Vigilance Bureau Punjab,  
Chandigarh.

Memo No. 19/5/83-V(3)/787

Dated: Chandigarh, 15 th Feb, 1983

Sub: Policy And Procedure Relating To Vigilance Enquiries And Vigilance  
Cases.

Reference this Deptt. Memo No. 19/1/79-V(3)/ 1249 dated 22.2.1980,  
on the subject.

2. Govt. have decided that regular enquiry against any gazetted officer class II can also be registered by the Director, Vigilance Bureau, but with safeguards against any abuse/misuse in the matter. Further the requisite intimation about the registration of any such enquiry together with summary of the allegations (in duplicate) shall be sent to the Government immediately.

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

No. 19/3/83-V(3)/788

Dated : Chandigarh the 15.2.88

A copy is forwarded to all the Supdts. including Budget &  
Establishment Officer of the Vigilance Department Punjab.



16-2-1983

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE I BRANCH)

To

All Heads of Departments, Registrar,  
Punjab and Haryana High Court and  
All Commissioners and Deputy Commissioners  
in the State.

Dated: Chandigarh, the 16<sup>th</sup> Feb., 1983

Sub: Policy and procedure relating to sanction for prosecution in respect of  
vigilance cases

Sir,

I am directed to invite your attention to the instructions contained in the Punjab Government circular letter No. 2124-V(3) -78/5861 dated 11.7.1978( copy enclosed for ready reference) and to say that some instances have come to the notice of Government that when Vigilance Bureau/Department approach the authority competent to grant sanction for launching prosecution as required under section 6(1) ( c) of the Prevention of Corruption Act, the requisite sanction is sometimes delayed inordinately and in some cases it is granted mechanically without applying mind to the facts and circumstances of the case, creating thereby numerous complications in the smooth disposal of the corruption case. It is therefore, again requested that the aforesaid instructions may be strictly complied with in the matter of

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according prosecution sanction . The competent authority after applying its mind to the facts and circumstances of the case may grant the requisite sanction as expeditiously as possible to ensure speedy disposal of the corruption case.

Yours faithfully,

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

A copy alongwith a copy of the enclosure is forwarded to all the Financial Commissioners and Administrative Secretaries to Government Punjab for information and necessary action .

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

To

All the Financial Commissioners .&  
Administrative Secretaries to Government  
Punjab.

U.No 19/7/83-V(3)/

Dated : Chandigarh the 16 th Feb.,1983

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GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE 1 BRANCH)

22-2-1983

To

The Director,  
Vigilance Bureau Punjab,  
Chandigarh.

Memo No. 19/2/83-V(3)/1031

Dated Chandigarh : the 22<sup>nd</sup> Feb. 1983

Subject: Guidelines for improving the working of Vigilance Bureau  
Punjab

Ref. Para 2(I) of the Department Memo No. 19(45)80-V(3)/5040 dated  
21.7.1981, on the above subject.

2. Govt. have further decided that complaints against Sarpanches,  
Panches and Municipal Councillors shall not be looked into by the Vigilance  
Department /Vigilance Bureau hereinafter .Any such complaint will be passed  
on to the concerned Administrative Department for appropriate action which  
may get it investigated through Home Department /CID wherever the  
investigation is deemed necessary .

3. The above decision may be complied with and suitable instructions  
may be issued to all concerned for strict compliance in this behalf .

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

To

Subject :

Sir,

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14-3-1983

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE I BRANCH)

To

All Heads of Department, Registrar  
Punjab and Haryana High Court and  
All Commissioners and Deputy Commissioners in  
the State.

Dated, Chandigarh the 14 th March, 1983.

Subject : Setting up Vigilance Cell to monitor the working of Chief  
Vigilance Officer/Vigilance Officers

....

Sir,

I am directed to invite a reference to the above subject and to say that Government instructions circulated vide letter No.7462-V(1)-67/26554 dated 15-9-1967, inter-alia required every Department /Government Undertaking to appoint a Chief Vigilance Officer and a requisite number of Vigilance Officer , after obtaining approval of the department of vigilance, in order to process corruption cases against their employees . The functions of Chief Vigilance Officer/Vigilance Officer were defined vide Government circular letter No.11286-V(1)-67 dated 8-2-1968 . Subsequent to it vide Government instructions dated 15-10-1979 , registers were required to be maintained indicating complaints received against their employees and action taken thereon. Besides quarterly reports were required to be sent to the Vigilance Department about the work done by the Chief Vigilance Officer/Vigilance



Officers in prescribed performa which were circulated vide Pb. Govt. letter No. 19/47/79-V(3) dated 21-12-1979.

2. In actual practice, various Departments have tended to play down their responsibility. Despite the issue of various circular letters to all the Departments/Government Undertakings, some have not so far appointed their Chief Vigilance Officer/Vigilance Officers. Similarly, quarterly reports about corruption cases are not generally received from most of the Departments/Government Undertakings. It is not known whether the registers have been maintained and progress of corruption cases is also reviewed by them from time to time.

3. It is, therefore, again emphasised that:-

- (i) All Administrative Departments, Heads of Departments, Government Undertaking may appoint Chief Vigilance Officers, and requisite number of Vigilance Officer before 31-3-83 and compliance report in this behalf may be sent to Vigilance Department.
- (ii) In terms of para 1(i) of Pb. Govt. circular letter No. 19/1/79-V(3)/9135 dated 15-10-1979 the registers in respect of complaints of corruption and cases referred by the Vigilance Department and otherwise may be maintained and completed before 31-3-1983.
- (iii) Quarterly reports as laid down in Punjab Govt. circular letter No. 19/47/79-V(3) dated 21-12-1979, about the work done by Chief Vigilance Officer and Vigilance Officers may be sent by 15th of the month following the quarter positively. All previous circulars about sending of reports in respect of cases of suspended Govt. employees and work done by the Chief Vigilance Officer and Vigilance Officers may be treated as withdrawn.

4. It has to assess the decisions of month of A Department, Undertaking

5. You concerned 1 'Vigilance 1

4. It has also been decided to depute teams of the Vigilance Department to assess the work done in the matter in order to implement Government decisions effectively. This proposed inspection will commence from the month of April, 1983 with advance notice to the concerned Administrative Department, Head of the Department, Chief Executive of the State Undertaking at least 10 days in advance of the visit.

5. You are requested to bring these instructions to the notice of all concerned for strict compliance and to extend full co-operation to the 'Vigilance Team' which might inspect their offices.

Yours faithfully,

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.



GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
VIGILANCE I BRANCH

To

All Heads of Departments,  
Registrar, Punjab & Haryana High Court and  
All Commissioners of Divisions and Deputy Commissioners  
in the State.

Dated, Chandigarh, the 23<sup>rd</sup> May, 1983.

Subject: Policy And Procedure Relating To Vigilance Enquiries And  
Vigilance Cases.

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Sir,

I am directed to say that the question of revision of the existing policy & procedure of enquiries had been engaging the attention of the Government with a view to stepping up efforts towards eradicating corruption in Administration. After consideration of the whole matter, it has been decided as under :-

- (a) The policy laid down vide your letter No 2293-V(3)-78/4245 dated 9/5/78 will henceforth be followed but with deletion of the modification made vide our letter No.19/1/79-V(3)/9135 dated 15.10.1979 in respect of the enquiries against non gazetted employees which the Director, Vigilance Bureau was



empowered to undertake. It is also decided that routine enquiries against gazetted employees be dealt with by respective Administrative Departments from now onwards and the work done by the Administrative Departments to root out corruption will be subject to periodic review & inspection by the Vigilance Department.

- (b) In the matter of promotion, Vigilance Clearance Certificate will not be necessary after information about the pending enquiries/cases has been passed on by the Vigilance Department / Bureau to the concerned Administrative Department / Head of Departments. As the information about the registration of new enquiries /case is regularly supplied to all the concerned Departments, it will be possible for them, to keep there information about the vigilance cases /enquiries in progress against their employees by maintaining suitable registers and to take the same into account at the time of promotion. Till such time this information reaches them the Vigilance Clearance Certificate may continue to be obtained.

You are requested to take action accordingly, and ensure meticulous liance in this behalf by all concerned.

Yours faithfully

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Government Punjab for information and necessary action.

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Punjab.

U.O.No. 19/1/79-V(3)/

Dated Chandigarh the 23<sup>rd</sup> May, 1983.

To

For Director , Vigilance Bureau, Punjab only:-

In addition to above , it has also been decided that the Vigilance Bureau , Punjab shall adhere to the time scheduled for the completion of investigation of preliminary , Regular enquiries and criminal cases as laid down vide Vigilance Department Memo No.19/10/79-V(3)/3054 Dated 4-7-80 strictly and the individual cases where more time is required shall be referred to Vigilance Department alongwith detailed reasons for the extension of time .

Subject

Further, it is requested that the information about the pending enquires/cases against the gazetted offices of various Administrative Departments may be prepared in the enclosed performa and furnished to this Department (in duplicate ) for transmission to them. In the case of non gazetted employees, this information may be passed on the Heads of Departments with intimation to this department .

Sir,

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

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GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE - I. BRANCH)

29-11-1984

No .19(3)-84-3V(1)/8987

To

All Heads of Departments ,  
Registrar ,Punjab & Haryana High Court,  
All Commissioners & Deputy Commissioners  
in the State .

Dated: Chandigarh the, 29 th Nov, 1984

Subject: Implementation Of The Recommendations Of The High Level  
Committee .

Sir,

I am directed to refer to the above subject and to state that the High Level Committee on Punjab Administration , in its recommendations regarding the Department of Vigilance has stressed the need to ginger -up the functioning of the internal Vigilance in different Departments , because the primary responsibility to root -out corruption amongst Government employees mainly lies on the Administrative Departments and the Heads of Departments .

According to the Government instructions , circulated vide letter No. 19/8/83-V(3)/1447 Dated 14-3-1983 , all the Administrative Departments and Heads of Departments have ,for the purpose of internal Vigilance ,to appoint Chief Vigilance Officers /Vigilance Officers, maintain registers of Vigilance cases with a view to review the disposal of Vigilance cases and send quarterly



progress reports .During the inspection conducted in the past , since issue of these instructions , it has come to notice that some of the Departments have yet to appoint Chief Vigilance Officers /Vigilance Officers and start registers prescribed performa . Similarly quarterly progress reports are not being received regularly . You are therefore requested to ensure that the needful is done without further delay with intimation to this department with in a fortnight .

Yours faithfully,

Sd/-

M.M. Oberoi

Deputy Secretary, Vigilance.

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30-11-1984

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE -I BRANCH )

To

All Heads of Departments , Registrar,  
Punjab and Haryana High Court and  
All Commissioners and Deputy Commissioners  
in the State.

Dated : Chandigarh the 30-11-1984.

Subject: Policy And Procedure Relating To Grant Of Sanction For  
Prosecution In Respect Of Vigilance Cases Implementation Of  
Recommendation Of High Level Committee.

Sir,

I am directed to invite your attention to the instructions contained in the Punjab Government circular letter No.2124 -V(3)-78/5861 dated 11-7-1978 and No. 19/7/83 -V(3)/826 dated 16/2/83 and to say that instances of delay for granting sanction to launch prosecution have come to the notice of Government because when competent authority is approached for the purpose as so required u/s 6 of the Prevention of Corruption Act , instead of applying mind to the material collected during investigation , some times parallel enquiries are started to verify the incident etc. while the Government has no desire to interfere in the discretion of the competent authority when deciding

the question of sanction ,however there seems to be no justification in law for the competent authority to hold or cause to be held a parallel inquiry especially when the police has already held regular investigation under its statutory powers . It is, therefore, again requested that the aforesaid instructions may strictly be complied with in the matter of according prosecution sanction and that all such cases may be decided with promptitude.

Yours faithfully,

Sd/-

Deputy Secretary , Vigilance,

To,

Subject:-

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GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE I BRANCH)

To,

All Heads of Department,  
Registrar, Punjab & Haryana High Court and  
All Commissioners & Deputy Commissioner, in the State.  
Dated, Chandigarh, the 20 th June, 1986

Subject:- Policy and procedure relating to grant of sanction for  
prosecution in respect of Vigilance cases.

Sir,

I am directed to invite your attention to the instructions contained in Government circular letter No.2424-V(3)-78/5861 dated 11.2.78 and 19/7/78-V(3)/9029 dated 30.11.84 and to say that instances have come to the notice of the Government that sometimes when the competent Authority is approached to grant sanction to launch prosecution ,parallel inquiries are initiated to verify the incident etc. instead of applying mind to the material collected during investigation. While the Government has no intention to interfere in the discretion of the competent authority when deciding the question of sanction, however there seems to be no justification in law for the competent authority to hold parallel enquiry especially when the police has already held regular investigation under its statutory powers. It is , therefore, reiterated that the aforesaid instructions may be strictly followed in the matter of according prosecution sanction.

Yours faithfully,

(S.M.Dua)

Deputy Secretary Vigilance .

28-1-1987

Government of Punjab  
Department of Vigilance  
(Vigilance I Branch)

To,

All Heads of Departments,  
Registrar, Punjab & Haryana High Court,  
All Commissioners of Divisions and  
the Deputy Commissioners in the State.

Dated, Chandigarh, the 28<sup>th</sup> January, 1987.

Subject: Entrustment Of Departmental Inquiries By Various  
Administrative Departments To Inquiry Officer Vigilance

Sir,

I am directed to refer to the subject cited above and to say that Government have observed that in the departmental proceedings cases, the Inquiry Officer appointed by the various Departments are either inexperienced or cannot devote requisite time being pre-occupied in other departmental work thereby delay the submission of the inquiry reports. Thus the very purpose of departmental proceedings is forfeited because delay helps the witnesses being won over or the evidence being destroyed or tempered with and as such the suspects go scot-free. In this light of the matter, it is suggested that in departmental proceedings cases against the gazetted officers, you may entrust departmental inquiries to the Inquiry Officer(Vigilance)



which is an independent and specialised agency. You will be getting the services of an independent and well experienced Inquiry Officer who has requisite staff also. In this way the inquiries so conducted will be completed in time and will be free from legal infirmities. The present address of the Inquiry Officer Vigilance is as under:-

"Inquiry Officer, Vigilance, Punjab, SCO.NO.3003-3004, Sector 22-D, Chandigarh.

2. It is further stressed that while entrusting departmental inquiry to the Inquiry Officer, Vigilance, a sum of Rs. 500/- may be deposited simultaneously to meet expenditure for summoning witnesses. Whenever an additional amount for the purpose is required by the Inquiry Officer, Vigilance that may also be deposited expeditiously to avoid delay.

3. You are, therefore, requested that henceforth when a departmental inquiry against a gazetted officer is entrusted to the Inquiry Officer, Vigilance a copy of the order may also be endorsed to this Department for information and record. These instructions may be brought to the notice of all concerned to ensure meticulous compliance thereof.

Yours faithfully,

(S.M.Dua)

Deputy Secretary, Vigilance

A copy is forwarded to all the Financial Commissioner, and Administrative Secretaries to Government, Punjab for information and similar action.

(S.M.Dua)

Deputy Secretary, Vigilance



Govt. of Punjab  
Department of Vigilance  
(Vigilance-I-Branch)

24-6-1987

To

The Director,  
Vigilance Bureau, Punjab,  
Chandigarh.

Memo No.19/5/87-V(14)/51189

Dated, Chandigarh, the 24<sup>th</sup> June, 1987.

Sub. : Laying Down Time Limit For Submission Of View Point By The  
Suspect Officer/Official During The Investigation Of Vigilance  
Enquiries.

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Reference your noted communication on Dt.21.11.1986 on the  
the above subject.

2. Your attention is invited to Govt. instructions issued with circular letter No.3914-ACD-56/8810, dated 20.9.1956 vide which it was laid down that the special Inquiry Agency now Vigilance Bureau should invariably interrogate and obtain the view point of the officer complained against at the earliest possible moment after starting the enquiry. Because this course enable Govt. to drop frivolous charges after learning the officers point of view and also introduces an element of fairness for the officer himself, in so far as he gets a chance to clear his position before he is chargesheeted. Accordingly it was desired that all Govt. servants against whom enquiries may be proceeding or may be instituted in future, should, in the interest, both of themselves as well as of Govt., should submit willingly to interrogation by officers of the Special Inquiry Agency (now Vigilance Bureau). The statements of the Govt. servants,

so recorded, are to be read over to them by the Interrogating Officer and then signed by the concerned Govt. servant.

3. So far as the matter of obtaining view point after serving questionnaire on the suspect officer during the investigation of a vigilance enquiry is concerned, it has been decided that one month's time may be allowed to him to submit his view point by categorically indicating that he himself will be responsible to make arrangements and to consult the relevant records, if any, during the prescribed period at his own level. However, where the suspect officer requires reference to records and depending upon the nature of the case, instead of one month, two month's time may be allowed at the initial stage. The evidence/proof about service of questionnaire or the communication seeking view point, will be placed on the police file of vigilance enquiry. However concerned Supdt. of Police/VB will be competent to allow extension of one month where it is duly justified. If the suspect officer fails to submit his view point within the prescribed period, the Investigation Officer may finalise the report and submit the same to Vigilance Bureau through Supdt. of Police/VB concerned.

4. It is requested that the instructions contained in para 2 and 3 above may be brought to the notice of all concerned for meticulous compliance thereof..

(S.M.Dua)

Deputy Secretary, Vigilance



GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE-I BRANCH)

To

All Heads of Departments,  
Registrar, Punjab & Haryana High Court,  
Commissioners of Divisions and  
All Deputy Commissioners in the State.

Dated, Chandigarh, the 3<sup>rd</sup> July, 1987.

Subject:- Policy and procedure relating to grant of sanction for  
prosecution in respect of corruption cases

Sir,

I am directed to refer to you on the above subject and to say that in spite of issue of instructions from time to time, instances have come to the notice of Government where Vigilance Bureau/Department approached the authority competent to grant sanction for launching prosecution as required under section 6 of P.C. Act, 1947, the requisite sanction has, some times, been delayed inordinately by starting their own enquiry or by causing the case to be looked into by some subordinate officer and in some cases it has been granted mechanically without applying mind to the facts and circumstances of the case, thereby creating numerous complications in the smooth disposal of the corruption case. While Government has no desire to interfere in the discretion of the competent authority in the matter of deciding the question of sanction, there seems to be no justification in law for the competent authority to hold or cause to be held a parallel enquiry into the matter in which the police has



already held regular investigation under its statutory powers. For the smooth and speedy disposal of corruption cases, it is requested that the cases of grant of sanction for prosecution may be decided expeditiously.

Yours faithfully,

(S.M. DUA )

Deputy Secy. Vigilance.

Government of Punjab  
Department of Vigilance  
( Vigilance-I Branch )

19-11-1987

To

The Director,  
Vigilance Bureau, Punjab,  
Chandigarh.

Memo No. 19/5/83-V(14)/9670  
Dated Chandigarh, the 19<sup>th</sup> Nov., 1987.

Sub:- Policy and procedure relating to Vigilance enquiries and Vigilance cases

Refer this Department Memo No. 19/5/83-V(3)/787 dated 15.2.1983, on the above subject.

2. In order to streamline the working of Vigilance enquiries and cases, the Govt. have now decided that no criminal case/enquiry, arrest, laying of traps and conducting raids on the residences of officers of Class.II. Gazetted Officers of major Hydro-electric and Irrigation Projects may be allowed without the prior permission of the Government. In the case of class I officers the prior permission of the Govt. will be necessary as here to fore.
3. It is requested that these instructions may be circulated to all concerned officers working under your control for compliance.

(S.M. DUA )

Deputy Secretary to Govt. Punjab  
Vigilance Department.

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Government of Punjab  
Department of Vigilance  
(Vigilance-I Branch)

11-2-1988

To

The Chief Director, Vigilance Bureau,  
Punjab, Chandigarh.

Memo No. 14/28/87-V(1)/850

Dated, Chandigarh, the 11<sup>th</sup> Feb., 1988.

Subject: Source report No. 37/87-Patiala

Please refer to your memo No. 29052/VB/CC-5 dated 15-12-1987 on the subject noted above.

2 In this respect necessary instructions were issued vide Punjab Govt. Vigilance Department No. 19(22)80-V(3)/869 dated 5-2-1981(copy again enclosed). In these instructions the following points were stressed :-

1. Before initiating the Source Report, the officer concerned must verify the information given by the informer.
2. To keep a check on informers making false accusations against the officer the Vigilance Police officials should ask them to file an affidavit if so considered necessary so as to satisfy himself about the allegation/allegations
3. If subsequently the allegations are found to be false a report should be initiated by the officer for taking suitable action against him in order to ensure that the officer should discharge his responsibility properly diligently and honestly.



4. It was also stressed that instructions should be brought to the notice of the Inquiry/Investigating Officer for compliance and strict disciplinary action should be taken if Source Report was submitted as result of ill will, malice or sum ulterior motive.

3 It has been observed that these instructions have not been complied with in letter and spirit. It has been seen that in a large number of source report cases allegations made therein were found false. This shows the avoidable harassment is caused to many innocent officers/officials.

4 In this connection Chief Secretary to Government Punjab had a discussion with your predecessor Shri G.S. Bhullar, IPS the then D.V.B. where it was decided each and every source report should be verified by a responsible officer. It was also decided that Source report against Class-I Officers should be verified by the concerned S.P.

5 It is again requested that these instructions may again be brought to the notice of all S.Ps/Inquiry /Investigating Officer for strict compliance.

Sd/-

Deputy Secretary, Vigilance

No. 14/21/87-V(1)\1505 Dated : 11.2.1988.

A copy with a copy of the Government Punjab, Vigilance Department Memo No. 19(22)80-V(3)/869-870 dated 8.2.1987 is forwarded to :-

1. Budget and Establishment Officer.
2. Superintendent Vigilance, I, II, III, IV.

for information and necessary action.

Sd/-

Deputy Secretary, Vigilance

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE BRANCH-I)

12-9-1988

No 19/9/87-V(114)/9362

To

1. All Heads of Departments.
2. All Commissioners of Divisions.
3. All Deputy Commissioners in the State,
4. Director, Vigilance Bureau, Punjab.
5. Registrar, Punjab and Haryana High Court.

Date, Chandigarh the 12 th Sept. 1988.

Subject:- Policy and procedure relating to sanction for prosecution in respect of Vigilance Cases

Sir,

I am directed to invite your kind attention to circular letter No.10876-V(3)-75/4012, dated 12-11-1975, No2124-V(3)-78/5861, dated 11-7-1978 and No. 19/9/87-V(14) 5452, dated 3-7-1987 on the subject noted above ( copies enclosed for ready reference ) and to state that despite these instructions, it is noticed that in some cases, the competent authorities have refused according prosecution sanction even in cases where the issuing of such sanction was fully justified on the basis of facts available on record . Sometimes the sanction is not accorded expeditiously and evasive attitude or delaying tactics are adopted which help the accused in influencing the witnesses. This way, the very purpose of prosecution against the accused is defeated .



The Government take a very serious view of such lapses by the concerned competent authorities, and have decided to treat any refusal without sound and acceptable reasons or which is against the policy of the Government described in the letters mentioned above as a misconduct with malafide intention to shield the corrupt subordinate. Such lapses will invite stringent disciplinary action against the officers concerned.

These instructions may be brought to the notice of all the concerned authorities for guidance and strict compliance.

Yours faithfully,

( P.S. Bedi )

Deputy Secretary to Govt. Punjab

Department of Vigilance.

No.13(49)84-V(13)/9363

Dated 12<sup>th</sup> Sept., 1988

A copy is forwarded to all the Administrative Secretaries to Government, Punjab for information and necessary action.

Sd/-

( P.S. Bedi )

Deputy Secretary to Govt. Punjab

Department of Vigilance.



7-12-1988

Government of Punjab  
Department of Vigilance  
(Vigilance Branch-I)

To

All Heads of Departments,  
Commissioners of Divisions and  
Deputy Commissioners ,in the state.  
Dated , Chandigarh the,7-12-1988.

Subject:- Policy and procedure relating to Vigilance, Enquiries and  
Vigilance cases.

Sir ,

I am directed to refer to the subject noted above and to say that the prime responsibility of checking corruption is of the Administrative Department but they sometime do not make efforts to look into the complaints at their level and send the complaints to Vigilance Department with the result that Vigilance Bureau becomes over-burdened and even the investigation of cases/enquiries of serious nature get delayed . Government is very keen that enquiries are completed within the time scheduled already laid down . With a view to make the functioning of the Vigilance Bureau more effective it has been decided that:-

- (a) Henceforth all the complaints and enquiries against Non Gazetted employees and the complaints and enquiries against gazetted officers relating to violation of rules/instructions shall be looked into by the Administrative Departments themselves . Further that enquiries of this nature which presently stand registered with the Vigilance Bureau, Punjab shall also be passed on to the concerned Administrative

Department immediately for being looked into by them at their own level.

- (b) The Administrative Departments shall hold a meeting of Vigilance officers and Chief Vigilance , officer at least once in a quarter to review the progress of disposal of complaints and enquiries within the time schedule laid down already. The Vigilance Department shall also hold a meeting of Chief Vigilance Officer of the Department where large number of complaints/enquiries are pending for their early finalisation. Those Administrative Departments who have not appointed the Vigilance Officers /Chief Vigilance officers so far may do so immediately.

2 It is requested that the above instructions may be brought to the notice of all concerned for meticulous compliance.

Yours faithfully,

Sd/-

( P.S. Bedi )

Deputy Secretary to Govt. Punjab

Department of Vigilance .

No. 19/6/88-V(14)/12914-16

Dated 7-12-88

A copy is forwarded to the Chief Director ,Vigilance Bureau,Punjab for information . It is requested that henceforth no enquiry may be registered against a Non Gazetted employee and against a gazetted officer about a complaint which may relate only to violation of rules and instructions . Such enquiries against Non Gazetted employees which presently stand registered and are pending may be sent to the concerned Head of the department for being looked into and completed at his own level . Further those enquiries against gazetted officers which relate to violation of rules /instructions may be sent immediately to this department for onward transmission to the concerned quarters.



Sd/-

( P.S. Bedi )

Deputy Secretary to Govt. Punjab

Department of Vigilance .

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Government of Punjab for information and necessary action .

Sd/-

( P.S. Bedi )

Deputy Secretary to Govt. Punjab

Department of Vigilance .

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Punjab.

U.O.No. 19/6/88-V(14)/12914-16

Dated 7-12-88



No 19/6/84-V(14)/16298

24-7-1989

Government of Punjab  
Department of Vigilance  
(Vigilance -I Branch)

To

All Heads of Departments ,  
(Except Revenue Home,Excise and Taxation ,  
P.W.D., Education , Irrigation and Power ,  
Food and Supplies and Industries .)

Registrar Punjab and Haryana High Court,  
All Commissioners of Divisions and  
the Deputy Commissioners in the State .

Dated,Chandigarh the 24-7-89.

Subject:- Entrustment of departmental inquiries by various  
Administrative Departments to Inquiry Officer Vigilance

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Sir,

Department letter No.16

re in your letter

Yours faithfully,

Sd/-

( P.S. Bedi )

Deputy Secretary to Govt. Punjab  
Department of Vigilance .

A copy is forwarded to all the Financial Commissioners and  
Administrative Secretaries to Government Punjab for information and further  
action.

Sd/-

( P.S. Bedi )

Deputy Secretary to Govt. Punjab  
Department of Vigilance .

All the Financial Commissioners and  
Administrative Secretaries to Govt. Punjab.

No. 19/6/84-V(14)/16298

Dated 24-7-89.

19/6/84-V(14)/

Dated:

A copy is forwarded to the Inquiry Officer , Vigilance for information

Sd/-

( P.S. Bedi )

Deputy Secretary to Govt. Punjab  
Department of Vigilance .

ਟ੍ਰਕ ਮੀਟਿੰਗ ਅਪੋਕਸ ਕਮੇਟੀ ਦੀ ਮੀਟਿੰਗ ਮਿਤੀ 7.1.91 ਜੋ 4 ਵਜੇ ਸ਼ਾਮ ਮੁੱਖ ਸਕੱਤਰ ਪੰਜਾਬ ਜੀ ਦੀ ਪ੍ਰਧਾਨਗੀ ਹੇਠ ਹੋਈ।

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|---------------------------|----------------------|
| 1. ਸ੍ਰੀ ਸਦਾ ਨੰਦ           | ਆਬਕਾਰੀ ਤੇ ਕਰ ਕਮਿਸ਼ਨਰ |
| 2. ਸ੍ਰੀ ਅਮਰੀਕ ਸ਼ਿਘ, ਪੁੰਨੀ | ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ ਵਿਕਾਸ  |
| 3. ਸ੍ਰੀ ਏ. ਐਸ. ਚੱਠਾ       | ਕਮਿਸ਼ਨਰ ਗ੍ਰਹਿ ਵਿਭਾਗ  |
| 4. ਸ੍ਰੀ ਪ੍ਰੀਤਮ ਸ਼ਿਘ, ਬੇਦੀ | ਸੰਯੁਕਤ ਸਕੱਤਰ ਚੋਕਸੀ   |

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ਵੇਸਲਾ ਹੋਇਆ ਕਿ ਮਹਿਕਮੇ ਦੇ ਅਨੁਸ਼ਾਸਨ ਨੂੰ ਧਿਆਨ ਵਿਚ ਰੱਖਦੇ ਹੋਏ ਇਹਨਾਂ ਸਾਰੀਆਂ ਸ਼ਿਕਾਇਤਾਂ ਤੇ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਗੌਰ ਕਰੇ।



ਮੁੱਖ ਸਕੱਤਰ ਪੰਜਾਬ ਜੀ ਦੀ ਪ੍ਰਧਾਨਗੀ ਹੇਠ ਅਪੈਕਸ ਕਮੇਟੀ ਦੀ ਮਿਤੀ 23.7.91 ਨੂੰ 3.45 (ਬਾਦ) ਵਜੇ ਹੋਈ ਮੀਟਿੰਗ ਦੀ ਕਾਰਵਾਈ।

ਇਸ ਮੀਟਿੰਗ ਵਿੱਚ ਹੇਠ ਲਿਖੇ ਅਫਸਰਾਂ ਨੇ ਭਾਗ ਲਿਆ :

1. ਸ੍ਰੀ ਹਰਦਿਆਲ ਸਿੰਘ, ਆਈ.ਏ.ਐਸ. ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ ਮਾਲ।
2. ਸ੍ਰੀ ਅਜੀਤ ਕੁਮਾਰ, ਆਈ.ਏ.ਐਸ. ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ ਆਬਕਾਰੀ ਤੇ ਕਰ।
3. ਸ੍ਰੀ ਜੀ.ਐਸ. ਅਗਰਵਾਲ, ਆਈ.ਏ.ਐਸ. ਸੰਯੁਕਤ ਸਕੱਤਰ ਚੌਕਸੀ।

2. ਇਹ ਮਹਿਸੂਸ ਕੀਤਾ ਗਿਆ ਕਿ ਅਪੈਕਸ ਕਮੇਟੀ ਦੀਆਂ ਮੀਟਿੰਗਾਂ ਦੇ ਕੋਈ ਲਾਭਦਾਇਕ ਸਿੱਟੇ ਨਹੀਂ ਨਿਕਲ ਰਹੇ ਸਨ। ਮੁੱਖ ਸਕੱਤਰ ਜੀ ਨੇ ਸੂਚਿਤ ਕੀਤਾ ਕਿ ਸਰਕਾਰ ਛੇਤੀ ਹੀ ਇੱਕ ਉਚ ਪੱਧਰੀ ਚੌਕਸੀ ਬੋਰਡ ਦੀ ਸਥਾਪਨਾ ਕਰ ਰਹੀ ਹੈ ਜਿਸ ਦਾ ਉਦੇਸ਼ ਰਾਜ ਵਿੱਚੋਂ ਬ੍ਰਿਸਟਾਚਾਰ ਖਤਮ ਕਰਨ ਲਈ ਅਸਰਦਾਰ ਕਦਮ ਉਠਾਉਣਾ ਹੋਵੇਗਾ। ਉਨ੍ਹਾਂ ਨੇ ਉਚ ਪੱਧਰੀ ਬੋਰਡ ਦੇ ਮੰਤਵਾਂ ਬਾਰੇ ਵਿਸਤਾਰ ਪੂਰਵਕ ਰੋਸ਼ਨੀ ਪਾਈ ਅਤੇ ਆਸ਼ਾ ਪ੍ਰਗਟ ਕੀਤੀ ਕਿ ਇਹ ਬੋਰਡ ਕਾਰਜ ਵਿਧੀਆਂ ਅਪਣਾਉਂਦੇ ਹੋਏ ਅਜਿਹਾ ਮਾਹੌਲ ਪੈਦਾ ਕਰੇਗਾ ਜੋ ਸਾਫ਼ ਸੁਥਰਾ ਜਨ ਜੀਵਨ ਪ੍ਰਦਾਨ ਕਰਨ ਵਿੱਚ ਸਹਾਈ ਹੋਵੇਗਾ।

3. ਉਚ ਪੱਧਰੀ ਬੋਰਡ ਦੀ ਸਥਾਪਨਾ ਨੂੰ ਮੁੱਖ ਰੱਖਦੇ ਹੋਏ ਇਹ ਫੈਸਲਾ ਕੀਤਾ ਗਿਆ ਕਿ ਅਪੈਕਸ ਕਮੇਟੀ ਅੱਗੇ ਤੋਂ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਪਾਸ ਚਲ ਰਹੀਆਂ ਪੜਤਾਲਾਂ ਦਾ ਜਲਦੀ ਨਿਪਟਾਰਾ ਕੀਤਾ ਜਾਵੇਗਾ। ਅਪੈਕਸ ਕਮੇਟੀ ਸਬੰਧਤ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਨਾਲ ਉਨ੍ਹਾਂ ਦੇ ਵਿਭਾਗੀ ਨਿਯਮਾਂ, ਕਾਇਦੇ ਅਤੇ ਵਿਧੀਆਂ ਜੋ ਬ੍ਰਿਸਟਾਚਾਰ ਫੈਲਾਉਂਦੇ ਹਨ, ਬਾਰੇ ਵੀ ਵਿਚਾਰ ਵਟਾਂਦਰਾ ਕਰਿਆ ਕਰੇਗਾ ਅਤੇ ਇਨ੍ਹਾਂ ਵਿਧੀਆਂ ਨੂੰ ਸੁਖਾਲਾ ਬਣਾਉਣ ਲਈ ਉਪਾਅ ਤੇ ਸਾਧਨ ਲੱਭੇਗੀ ਤਾਂ ਜੋ ਜਿਨ੍ਹਾਂ ਸਿਰਿਆਂ ਤੇ ਬ੍ਰਿਸਟਾਚਾਰ ਕਾਰਜ ਉਤਪੰਨ ਹੁੰਦਾ ਹੈ ਜਾਂ ਲਾਲਚ ਦੀ ਹੋਂਦ ਹੋਵੇ, ਨੂੰ ਪ੍ਰਭਾਵ ਹੀਨ/(ਬੇਅਸਰ) ਕੀਤਾ ਜਾ ਸਕੇ। ਇਸ ਮੰਤਵ ਲਈ ਅਪੈਕਸ ਕਮੇਟੀ ਹਰ ਮੀਟਿੰਗ ਵਿੱਚ ਇੱਕ ਮਹਿਕਮਾ ਲਿਆ ਕਰੇਗੀ।

4. ਅਗਸਤ ਵਿੱਚ ਹੋਣ ਵਾਲੀ ਮੀਟਿੰਗ ਵਿੱਚ ਜੰਗਲਾਤ ਵਿਭਾਗ ਦੇ ਕੇਸ ਵਿਚਾਰੇ ਜਾਣਗੇ, ਸਤੰਬਰ ਵਿੱਚ ਲੋਕ ਨਿਰਮਾਣ ਵਿਭਾਗ (ਡਵਨ ਤੇ ਮਾਰਗ ਸ਼ਾਖਾ) ਅਕਤੂਬਰ ਵਿੱਚ ਉਦਯੋਗ ਵਿਭਾਗ ਅਤੇ ਨਵੰਬਰ ਵਿੱਚ ਸਹਿਕਾਰਤਾ ਵਿਭਾਗ ਲਏ ਜਾਣਗੇ।

5. ਅਪੈਕਸ ਕਮੇਟੀ ਦੀ ਮੀਟਿੰਗ ਵਿੱਚ ਇਹ ਵੀ ਫੈਸਲਾ ਲਿਆ ਗਿਆ ਕਿ ਵੱਖ ਵੱਖ ਵਿਭਾਗਾਂ ਦੇ ਅਫਸਰਾਂ ਵਿਰੁੱਧ ਨਵੀਆਂ ਸ਼ਕਾਇਤਾਂ ਦੇ ਕੇਸ ਜਿਵੇਂ ਕਿ ਪਹਿਲਾਂ ਤੋਂ ਵੀ ਕੀਤਾ ਜਾ ਰਿਹਾ ਹੈ, ਸਬੰਧਤ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਨੂੰ ਨਿਪਟਾਰੇ ਲਈ ਭੇਜੇ ਜਾਣੇ ਕਰਨਗੇ। ਜੇਕਰ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਇਹ ਚਾਹੁੰਦਾ ਹੋਵੇ ਕਿ ਕੇਸ ਕੇ ਕੁਝ ਪੱਖਾਂ ਤੇ ਚੌਕਸੀ ਵਿਭਾਗ ਵਲੋਂ ਭਰਪੂਰ ਜਾਂਚ ਲੋੜੀਂਦੀ ਹੈ ਤਾਂ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਉਸ ਬਾਰੇ ਚੌਕਸੀ ਵਿਭਾਗ ਨੂੰ ਲਿਖ ਦੇਵੇਗਾ।

6. ਇਹ ਵੀ ਸਹਿਮਤੀ ਹੋਈ ਕਿ ਅਪੈਕਸ ਕਮੇਟੀ ਦੀ ਭਵਿੱਖ ਵਿੱਚ ਹੋਣ ਵਾਲੀ ਮੀਟਿੰਗ ਲਈ ਨਿਰਧਾਰਤ ਪ੍ਰਫਾਰਮਿਆਂ ਦੀ ਗਿਣਤੀ ਘਟਾ ਦਿੱਤੀ ਜਾਵੇ ਕਿਉਂਜੋ ਵਰਤਮਾਨ ਨਿਰਧਾਰਤ ਪ੍ਰਫਾਰਮਿਆਂ ਵਿਚੋਂ ਬਹੁਤੇ ਕੋਈ ਜ਼ਿਆਦਾ ਲਾਭਦਾਇਕ ਨਹੀਂ ਹਨ। ਇਸ ਲਈ ਚੌਕਸੀ ਵਿਭਾਗ ਵਰਤਮਾਨ ਪ੍ਰਫਾਰਮਿਆਂ ਨੂੰ ਕੰਨਸੈਲੀਡੇਟ ਕਰਕੇ ਨਵੇਂ ਪ੍ਰਫਾਰਮੇ ਵਿਉਂਦ ਕਰਕੇ ਸਕੱਤਰ ਚੌਕਸੀ ਜੀ ਦੀ ਪ੍ਰਵਾਨਗੀ ਉਪਰੰਤ ਅਗਲੀ ਮੀਟਿੰਗ ਲਈ ਨਵੇਂ ਪ੍ਰਫਾਰਮਿਆਂ ਵਿੱਚ ਸੂਚਨਾ ਇਕੱਤਰ ਕਰੇਗਾ।

ਮੀਟਿੰਗ ਚੇਅਰ ਦਾ ਧੰਨਵਾਦ ਕਰਦੇ ਹੋਏ ਖਤਮ ਹੋਈ।

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...the ... of ...



19/12/91-14ਚ(1)/2740

ਪੰਜਾਬ ਸਰਕਾਰ  
ਚੋਕਸੀ ਵਿਭਾਗ  
(ਚੋਕਸੀ 1 ਸ਼ਾਖਾ)

ਵਿਖੇ,

ਪੰਜਾਬ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖ ਅਧਿਕਾਰੀ,  
ਸਾਰੇ ਕਮਿਸ਼ਨਰ, ਮੰਡਲ ਅਤੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ  
ਰਜਿਸਟਰਾਰ ਪੰਜਾਬ ਅਤੇ ਹਰਿਆਣਾ ਹਾਈ ਕੋਰਟ  
ਅਤੇ ਰਾਜ ਵਿੱਚ ਸਾਰੇ ਜਿਲ੍ਹਾ ਅਤੇ ਸੈਸ਼ਨ ਜੱਜ

ਮਿਤੀ ਚੰਡੀਗੜ੍ਹ : 5-3-1992

ਡਰਿਸਟਾਚਾਰ ਨੂੰ ਰੋਕਣ ਵਾਸਤੇ ਚੋਕਸੀ ਵਿਭਾਗ ਵਿੱਚ ਚਲ ਰਹੀਆਂ ਇੰਨਕੁਆਰੀਆਂ ਕੇਸਾਂ  
ਵਿੱਚ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਵਲੋਂ ਸਮਾਨਅੰਤਰ ਇੰਨਕੁਆਰੀ ਤੇ ਰੋਕ ਲਾਉਣ ਬਾਰੇ।

ਨ ਜੀ,

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਪੰਜਾਬ ਸਰਕਾਰ ਦੇ ਗਸਤੀ ਪੱਤਰ ਨੰ: 3647-ਚ(3)-78/4155 ਮਿਤੀ  
8 ਅਤੇ ਪੱਤਰ ਨੰ: 19/9/79-ਵੀ(3)/6860 ਮਿਤੀ 25.5.80 ਵੱਲ ਧਿਆਨ ਦਿਵਾਉਂਦੇ ਹੋਏ ਮੈਨੂੰ  
ਬੇਨਤੀ ਕਰਨ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਇੰਨ੍ਹਾਂ ਪੱਤਰਾਂ ਰਾਹੀਂ ਸਰਕਾਰ ਦਾ ਇਹ ਫੈਸਲਾ ਸੀ ਕਿ ਜਦੋਂ  
ਵਿਭਾਗ ਕਿਸੇ ਪੁੱਛ ਪੜਤਾਲ ਨੂੰ ਆਪਣੇ ਹੱਥ ਵਿੱਚ ਲੈ ਲਵੇ ਤਾਂ ਉਸ ਦੂਸ਼ਣ ਦੇ ਆਧਾਰ ਤੇ ਸਬੰਧਤ  
ਵਿਭਾਗ ਨੂੰ ਨਾਲੋਂ ਨਾਲ ਕੋਈ ਹੋਰ ਜਾਂਚ ਪੜਤਾਲ ਨਹੀਂ ਕਰਨੀ ਚਾਹੀਦੀ ਸਗੋਂ ਸਾਰਾ ਮਾਮਲਾ  
ਵਿਭਾਗ ਦੇ ਧਿਆਨ ਵਿੱਚ ਲਿਆ ਕੇ ਪੜਤਾਲੀਏ ਅਫਸਰਾਂ ਨੂੰ ਮਦਦ ਦੇਣੀ ਚਾਹੀਦੀ ਹੈ। ਪਰ ਸਰਕਾਰ  
ਧਿਆਨ ਵਿੱਚ ਕੁਝ ਇਸ ਤਰ੍ਹਾਂ ਦੇ ਕੇਸ ਆਏ ਹਨ ਜਿਨ੍ਹਾਂ ਵਿੱਚ ਚੋਕਸੀ ਵਿਭਾਗ ਵਲੋਂ ਦੂਸ਼ਣ ਬਾਰੇ ਪੜਤਾਲ  
ਜਾ ਰਹੀ ਸੀ ਪਰ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਨੇ ਵੀ ਉਸੇ ਦੂਸ਼ਣ ਬਾਰੇ ਆਪਣੇ ਪੱਧਰ ਤੇ ਪੜਤਾਲ ਜਾਰੀ ਰੱਖੀ ਤੇ  
ਹਦਾਇਤਾਂ ਦੇ ਵਿਰੁੱਧ ਕੰਮ ਕੀਤਾ।

ਉਕਤ ਹਾਲਾਤ ਵਿੱਚ ਇੱਕ ਵਾਰ ਫਿਰ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਜਦ ਵੀ ਚੋਕਸੀ ਵਿਭਾਗ ਕਿਸੇ  
ਬਾਰੇ ਪੜਤਾਲ ਆਰੰਭ ਕਰ ਲਵੇ ਤਾਂ ਉਸ ਦੂਸ਼ਣ ਬਾਰੇ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਨੂੰ ਨਾਲੋਂ ਨਾਲ ਕੋਈ ਪੜਤਾਲ  
ਕਿਰਾਨੀ ਚਾਹੀਦੀ ਅਤੇ ਸਾਰੇ ਸਬੰਧਤ ਕਾਗਜ਼ ਆਦਿ ਚੋਕਸੀ ਵਿਭਾਗ ਦੀ ਗਿਆਤ ਵਿੱਚ ਲਿਆ ਕੇ  
ਉਸੇ ਅਫਸਰਾਂ ਨੂੰ ਪੜਤਾਲ ਸੀਘਰ ਪੂਰੀ ਕਰਨ ਵਿੱਚ ਸਹਿਯੋਗ ਦੇਣਾ ਚਾਹੀਦਾ ਹੈ। ਇਹ ਹਦਾਇਤਾਂ  
ਤੋਂ ਪਾਲਣਾ ਲਈ ਨੋਟ ਕਰਵਾ ਦਿੱਤੀਆਂ ਜਾਣ।

ਵਿਸ਼ਵਾਸਪਾਤਰ,

ਸਹੀ/-

ਸੰਯੁਕਤ ਸਕੱਤਰ, ਚੋਕਸੀ

ਉਤਾਰਾ ਸਮੂਹ ਪ੍ਰਿੰਸੀਪਲ ਸਕੱਤਰਾਂ, ਵਿੱਤੀ ਕਮਿਸ਼ਨਰਾਂ ਅਤੇ ਪ੍ਰਬੰਧਕ ਸਕੱਤਰਾਂ ਨੂੰ ਸੂਚਨਾ ਤੇ  
ਯੋਗ ਕਾਰਵਾਈ ਹਿਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

ਸਹੀ/-

ਸੰਯੁਕਤ ਸਕੱਤਰ, ਚੋਕਸੀ

ਸੇਵਾ ਵਿਖੇ

ਸਮੂਹ ਪ੍ਰਿੰਸੀਪਲ ਸਕੱਤਰ, ਵਿੱਤੀ ਕਮਿਸ਼ਨਰਜ਼  
ਅਤੇ ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ।

ਅੰ.ਵਿ.ਪ.ਨੰ: 19/12/91-14ਚ(1)/2741

ਮਿਤੀ 5.3.1992

ਪਿਠ ਅੰਕਣ ਨੰ: 19/12/91-14ਚ(1)/2742

ਮਿਤੀ 5.3.1992

ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:

1. ਬਜਟ ਅਤੇ ਅਮਲਾ ਅਫਸਰ,  
ਚੋਕਸੀ ਵਿਭਾਗ, ਪੰਜਾਬ।
2. ਸੁਪਰਡੈਂਟ, ਚੋਕਸੀ 1,2,3 ਅਤੇ 4 ਸ਼ਾਖਾ।

ਸਹੀ/-

ਸੰਯੁਕਤ ਸਕੱਤਰ ਚੋਕਸੀ



ਪੰਜਾਬ ਸਰਕਾਰ  
ਚੋਕਸੀ ਵਿਭਾਗ (ਚੋਕਸੀ 1 ਸ਼ਾਖਾ)

ਸੇਵਾ ਵਿਖੇ,

ਮੁੱਖ ਡਾਇਰੈਕਟਰ ਚੋਕਸੀ ਬਿਊਰੋ, ਪੰਜਾਬ।  
ਚੰਡੀਗੜ੍ਹ।

ਮੀਮੋ ਨੰ: 19/21/91-14ਚ(1)/2730  
ਮਿਤੀ ਚੰਡੀਗੜ੍ਹ: 5-3-1992

ਵਿਸ਼ਾ: ਮੁਢਲੀ/ਬਾਕਾਇਦਾ ਇੰਨਕੁਆਰੀ ਦੀ ਪੜਤਾਲ ਕਰਨ ਦਾ ਸਮਾਂ ਨਿਸ਼ਚਿਤ ਕਰਨ ਬਾਰੇ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਸਰਕਾਰ ਦੇ ਮੀਮੋ ਨੰ: 19/3/79-ਚ(3) 15037 ਮਿਤੀ 14.7.81 ਅਤੇ  
ਆਪ ਦੇ ਆ.ਸ.ਪ. ਨੰ: 25884/ਵਬ/ਸਸ-3, ਮਿਤੀ 30.11.91 ਦੇ ਸਬੰਧ ਵਿਚ।

2. ਸਰਕਾਰ ਨੇ ਮਾਮਲਾ ਵਿਚਾਰਨ ਉਪਰੰਤ ਫੈਸਲਾ ਕੀਤਾ ਹੈ ਕਿ ਮੁਢਲੀ/ਬਾਕਾਇਦਾ ਇੰਨਕੁਆਰੀ  
ਦੀ ਤਫਤੀਸ਼ ਮੁਕੰਮਲ ਕਰਨ ਅਤੇ ਸਰਕਾਰ ਨੂੰ ਰਿਪੋਰਟ ਭੇਜਣ ਸਬੰਧੀ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਮਿਆਦ ਮੁਕਰਰ  
ਕੀਤੀ ਗਈ ਹੈ:

- 1) ਮੁਢਲੀ ਪੜਤਾਲ ਬਿਊਰੋ 4 ਮਹੀਨੇ ਵਿੱਚ ਖਤਮ ਕਰੇਗਾ ਤੇ ਚੋਕਸੀ ਵਿਭਾਗ ਦੇ ਮਹੀਨਿਆਂ ਵਿੱਚ।
- 2) ਰੈਗੂਲਰ ਪੜਤਾਲ ਬਿਊਰੋ ਇੱਕ ਸਾਲ ਵਿੱਚ ਤੇ ਸਰਕਾਰ ਤਿੰਨ ਮਹੀਨਿਆਂ ਵਿੱਚ।
- 3) ਉਪਰੋਕਤ ਸਮਾਂ ਗੁਜਰਨ ਤੋਂ ਬਾਅਦ ਪੜਤਾਲ ਆਪਣੇ ਆਪ ਖਤਮ ਨਹੀਂ ਹੋਵੇਗੀ। ਜੇਕਰ ਕੋਈ  
ਐਕਸਟੈਨਸ਼ਨ ਨਾਂ ਲਈ ਜਾਵੇ ਤਾਂ ਪੜਤਾਲ ਖਤਮ ਹੋ ਜਾਵੇਗੀ ਨਹੀਂ ਤਾਂ ਸਮੇਂ ਅੰਦਰ ਐਕਸਟੈਨਸ਼ਨ  
ਲਈ ਜਾਵੇਗੀ।
- 4) ਇਸ ਐਕਸਟੈਨਸ਼ਨ ਦੇ ਅਧਿਕਾਰੀ 2 ਮਹੀਨੇ ਲਈ ਸਕੱਤਰ ਜੀ ਤੇ ਵਾਧੂ ਹੋਵੇ ਤਾਂ ਮੰਤਰੀ ਇੰਚਾਰਜ ਤੋਂ  
ਲਈ ਜਾਵੇਗੀ।

ਸਹੀ/-

ਕੇ.ਕੇ. ਸ਼ਰਮਾ

ਸੁਪਰਡੈਂਟ



ਉਤਾਰਾ ਪਰਸੋਨਲ ਅਤੇ ਪ੍ਰਬੰਧਕੀ ਸੁਧਾਰ ਵਿਭਾਗ ਪੰਜਾਬ ਨੂੰ ਓਨਾਂ ਦੇ ਅ.ਸ.ਪ. ਨੰ: 3/39/91-2ਪੀ  
ਪੀ 2 ਮਿਤੀ 10.10.91 ਦੇ ਸਬੰਧ ਵਿਚ ਸੂਚਨਾਂ ਤੇ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

ਸੁਪਰਡੰਟ

ਸੇਵਾ ਵਿਖੇ

ਪਰਸੋਨਲ ਅਤੇ ਪ੍ਰਬੰਧਕੀ ਸੁਧਾਰ ਵਿਭਾਗ, ਪੰਜਾਬ,  
(ਪੀ.ਪੀ. 2 ਸ਼ਾਖਾ)

ਅ.ਸ.ਪ. ਨੰ: 19/21/91-14ਚ(1)/2731 ਮਿਤੀ ਚੰਡੀਗੜ੍ਹ : 5.3.1992

ਨੰ: 19/21/91-14ਚ(1)/2732-39 ਮਿਤੀ ਚੰਡੀਗੜ੍ਹ : 5.3.1992

ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾਂ ਤੇ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਬਜਟ ਅਤੇ ਅਮਲਾ ਅਫਸਰ ਚੋਕਸੀ
2. ਸੁਪਰਡੰਟ, ਚੋਕਸੀ 1,2,3,4
3. ਡਾਇਰੈਕਟਰ ਪ੍ਰਾਸੀਕਿਊਸ਼ਨ (ਚੋਕਸੀ)

/39/91-2ਪੀ

ਦੇ।

ਸੁਪਰਡੈਂਟ

28-5-1992

No 2/10/90-IAS(I)/7453

Government of Punjab

Department of Personnel and Administrative Reforms  
(IAS. Branch)

Dated , Chandigarh 28 th May 1992.

To

All Financial Commissioner , Principal  
Secretaries and the Administrative Secretaries to  
the Government of Punjab,  
Chandigarh.

Subject :- Enquiries against the IAS /PCS Officers.

Sir/Madam ,

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I am directed to address you on the subject noted above and to say that the instructions already issued vide circular letter No. 1327/Services(1)-67/1906, dated the 31<sup>st</sup> January, 1967 by this Department provide that the enquiries against IAS/PCS officers can be initiated only with the prior concurrence of the Chief Secretary to the Government of Punjab (in the Department of Personnel) . The meticulous compliance with these instructions requires that the Administrative Department , should take the approval of the Chief Secretary not just on their files but through the Department of Personnel .

2. Instances have come to the notice of this Department that certain department initiated enquiries into the conduct of IAS/PCS Officers without obtaining the permission of the Chief Secretary (in the Department of Personnel). In fact , it is the Department of Personnel which has the full



background regarding each officer belonging to the IAS/PCS cadre. If Administrative Departments start obtaining orders of the Chief Secretary on their files for initiating enquiries against IAS/PCS officers, it is likely to create complication because the Administrative Department may not be knowing the full past history of the cases, if any, against the officers concerned. It may also happen that enquiries may be initiated against officers on matters which may have already been enquired into and filed in the Department of Personnel.

3. Since the Chief Secretary is the Head of the Department in respect of all matters relating to the IAS/PCS officers, it is quite apparent that no enquiry can be initiated against them without obtaining his prior permission. I am therefore, directed to request you to ensure that no enquiry be registered against any officer of the IAS/PCS cadre without obtaining the specific prior concurrence of the Chief Secretary (in the Department of Personnel.).

Kindly acknowledge its receipt.

Yours faithfully,

Sd/-

(R.L. KAPOOR)

Deputy Secretary to the Govt. of Punjab

No.2/10/90-IAS(I)/7454

Dated Chandigarh the 28<sup>th</sup> May 1992

A copy is forwarded to the Joint Secretary to the Government of Punjab Department of Vigilance, Sector 17, Chandigarh for information.

2 He is requested that while registering cases of preliminary enquiries, regular enquiries against the IAS/PCS officers, the above instructions may please be kept in view for strict compliance.

Sd/-

(R.L. KAPOOR)

Deputy Secretary to the Govt. of Punjab

No.

To

All

Comm.

Reg.

Dep.

(Civ.)

Subject:-

Sir,

I

Government

make it

eradication of

step up action



No 18/9/93-SV(4)/16615

6-1-1994

GOVERNMENT OF PUNJAB  
DEPARTMENT OF VIGILANCE  
(VIGILANCE 4 BRANCH)

Dated ,Chandigarh the  
27 th December ,1993/  
06-1-1994

To

All the Heads of Departments,  
Commissioners of Divisions,  
Registrar ,Punjab and Haryana ,  
Deputy Commissioners and Sub Divisional Officers  
(Civil ) in the State of Punjab.

Subject:- Strengthening of Vigilance Organisation by making it multi-disciplinary in character and launching of special campaign for the eradication of corruption.

Sir,

I am directed to address you on the subject noted above and to say that Government is taking various steps to strengthen the Vigilance Organisation , make it multi-disciplinary in character and to launch special campaign for the eradication of corruption. Further the following decisions have been taken to step up action against the corrupt public servants and economic offenders :-

- (1) Henceforth the Law Officers of Vigilance Bureau will be appointed by the concerned Administrative Department, Heads of Department/Organisations as presenting officers in the Departmental enquiries, culminating out of Vigilance Bureau's fact finding reports /investigation of cases since they are fully conversant with the facts.
- (2) In furtherance of the instructions issued by this Department vide circular letter No.19(3)84-3V(1)/8987 Dated 28/29-11-1984, Government have observed that there is lack of interest on the part of Appointing and Disciplinary Authorities in fighting the menace of corruption, nomination of Chief Vigilance Officers, maintaining vigilance registers and sending quarterly reports about the Vigilance work done. Prevention of corruption and maintaining purity and integrity of the staff working under them, is the major responsibility of them and they can be assisted by the Chief Vigilance Officer who assist the head of the department in conducting the enquiries, identify and monitor the elements of bad reputation and to remove them from sensitive posts. Names of the Chief Vigilance Officer may be intimated to this Department as well as to the Director General of Police/Vigilance Bureau, Punjab so that periodical meetings are held between the Chief Vigilance Officers and the officers of Vigilance Bureau and this Department
- (3) It is re-iterated that as per instructions issued vide this Department circular letter No.12/91/14V(1)/2740 dated 5.3.1992, the departments/organisations should not hold parallel enquiry about those allegations which are being looked into by Vigilance Bureau/Department. These instructions may be observed meticulously. The list of allegations is always sent to the concerned Department which should also be entered in the Vigilance Register of the Department.



- (4) Instructions regarding a Policy and procedure for the grant of sanction for prosecution in respect of Vigilance cases were issued vide this Department circular letter No. 197/83-V(12)/6064 dated 20.6.1986. Government have observed that there had been inordinate delay in most of the cases. It has been decided that henceforth the competent authority will ensure that the Prosecution sanction is granted within 20 days from the date of the receipt of the reference or in case of any difference of opinion the same may be recorded by the competent authority and the matter may be referred to this department for resolving the issue. If any clarification is required by the competent authority, the Investigating Officer of the case can also be called for discussion through this department/Vigilance Bureau within the prescribed period. It is further made clear that it is not for the authority granting sanction for prosecution to hold any parallel enquiry or any field enquiry, as per law laid down by Hon'ble Supreme Court of India in case \*Indu Bhushan Chatterjee Versus State of W.B. (AIR,1958) Supreme Court 148). Law requires that the competent authority is supposed to satisfy itself from records presented by Vigilance Bureau. If a prima- facie case is made out from the record, sanction should be accorded. In case of delay and violation of these instructions, it will be presumed that efforts are being made to shield the corrupt element with selfish motives and shall be viewed very seriously by Government.

2. These instructions may please be brought to the notice of all concerned for meticulous compliance.

3. Kindly acknowledge receipt.

Yours faithfully,

Sd/-

(S.M.. DUA)

Additional Secretary, Vigilance.



A copy is forwarded to all the Financial Commissioners, Principal Secretaries and Administrative Secretaries to Government Punjab for information and necessary action.

2. It is also requested that these instructions may be brought to the notice of Heads of Public Organisations i.e. Corporations, Boards, Universities etc. under their administrative control.

Sd/-

(S.M.. DUA)

Additional Secretary, Vigilance.

To

All the Financial Commissioners, Principal Secretaries  
and Administrative Secretaries to Govt., Punjab.

LD. No. 18/9/93-SV(4)/16616 Dated, Chandigarh, the 27<sup>th</sup> December, 1993/  
06.1.1994.

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for

notice  
s etc.

Sd/-  
(U.A.)  
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ਨੰ: 19/4/98-1

ਪੰਜਾਬ ਸਰਕਾਰ  
ਚੌਕਸੀ ਵਿਭਾਗ  
(ਚੌਕਸੀ-1 ਭਾਗ)  
ਮਿਤੀ: ਦਸੰਬਰ 28 ਅਪ੍ਰੈਲ, 1998

ਸੇਵਾ ਵਿਖੇ,

ਪੰਜਾਬ ਰਾਜ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀ,  
ਰਜਿਸਟਰਾਰ ਪੰਜਾਬ ਅਤੇ ਹਰਿਆਣਾ ਹਾਈਕੋਰਟ  
ਸਮੂਹ ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ ਅਤੇ ਸਮੂਹ ਜ਼ਿਲ੍ਹਿਆਂ  
ਦੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ।

ਵਿਸ਼ਾ: ਪੰਜਾਬ ਸਰਕਾਰ ਕਰਮਚਾਰੀ (ਆਚਰਣ) ਨਿਯਮ 1966 ਅਧੀਨ ਕਰਮਚਾਰੀਆਂ/ਅਧਿਕਾਰੀਆਂ ਵੱਲੋਂ  
ਆਪਣੇ ਦੋਸਤਾਂ/ਰਿਸ਼ਤੇਦਾਰਾਂ ਆਦਿ ਪਾਸੋਂ ਕਰਜਾ ਹਾਸਲ ਕਰਨ ਲਈ ਸਮਰਥ ਅਧਿਕਾਰੀ ਪਾਸੋਂ ਪੂਰਵ  
ਪ੍ਰਵਾਨਗੀ ਹਾਸਲ ਕਰਨ ਬਾਰੇ।

ਸ਼੍ਰੀਮਾਨ ਜੀ,

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਵੱਲ ਆਪਣੀ ਦਾ ਧਿਆਨ ਦਿਵਾ ਕੇ ਮੈਨੂੰ ਇਹ ਦੱਸਣ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਚੌਕਸੀ  
ਵਿਭਾਗ ਦੇ ਧਿਆਨ ਵਿੱਚ ਆਇਆ ਹੈ ਕਿ ਕਈ ਵਿਭਾਗ/ਸਮਰੱਥ ਅਧਿਕਾਰੀ ਅਜਿਹੇ ਅਧਿਕਾਰੀਆਂ/ਕਰਮਚਾਰੀਆਂ  
ਨੂੰ ਜਿਨ੍ਹਾਂ ਦੇ ਵਿਰੁੱਧ ਚੌਕਸੀ ਵਿਭਾਗ ਵੱਲੋਂ ਪੜਤਾਲ ਆਰੰਭ ਕੀਤੀ ਜਾ ਚੁੱਕੀ ਹੋਵੇ ਸਬੰਧੀ ਆਪਣੇ ਦੋਸਤਾਂ/  
ਰਿਸ਼ਤੇਦਾਰਾਂ ਜਾਂ ਹੋਰ ਅਦਾਰਿਆਂ ਪਾਸੋਂ ਲਏ ਗਏ ਕਰਜ਼ਿਆਂ ਬਾਰੇ ਐਕਸਪੋਸਟ ਫੈਕਟੋ ਪ੍ਰਵਾਨਗੀ ਦੇ ਦਿੰਦੇ ਹਨ। ਇਸ  
ਤਰ੍ਹਾਂ ਉਹ ਆਪਣੇ ਉਸ ਧਨ ਨੂੰ ਜੋ ਚੌਕਸੀ ਵਿਭਾਗ ਵੱਲੋਂ ਪੜਤਾਲ ਆਰੰਭਣ/ਦਰਜ ਕਰਨ ਦੇ ਦਿਨ ਤੱਕ ਵਾਧੂ  
ਬਣਦਾ ਹੁੰਦਾ ਹੈ ਨੂੰ ਕਵਰ ਕਰ ਲੈਂਦੇ ਹਨ ਜਾਂ ਉਸ ਦੀ ਕੋਸ਼ਿਸ਼ ਕਰਦੇ ਹਨ। ਇਸ ਲਈ ਬੇਨਤੀ ਹੈ ਕਿ ਜਿਨ੍ਹਾਂ  
ਅਧਿਕਾਰੀਆਂ/ਕਰਮਚਾਰੀਆਂ ਵਿਰੁੱਧ ਚੌਕਸੀ ਵਿਭਾਗ ਪਾਸ ਇਨਕੁਆਰੀ/ਪੜਤਾਲ ਚਲ ਰਹੀ ਹੋਵੇ ਤਾਂ ਅਜਿਹੇ  
ਅਧਿਕਾਰੀ/ਕਰਮਚਾਰੀ ਨੂੰ ਆਪਣੇ ਦੋਸਤਾਂ/ਰਿਸ਼ਤੇਦਾਰਾਂ ਤੋਂ ਲਏ ਗਏ ਕਰਜ਼ਿਆਂ ਬਾਰੇ ਐਕਸਪੋਸਟ ਫੈਕਟੋ ਪ੍ਰਵਾਨਗੀ  
ਨਾ ਦਿੱਤੀ ਜਾਇਆ ਕਰੇ। ਕਿਰਪਾ ਕਰਕੇ ਇਹ ਹਦਾਇਤਾਂ ਸਮੂਹ ਅਧਿਕਾਰੀ/ਕਰਮਚਾਰੀ ਦੇ ਧਿਆਨ ਵਿੱਚ ਲਿਆ  
ਦਿੱਤੀਆਂ ਜਾਣ।

ਵਿਸ਼ਵਾਸਯੋਗਤਾ

ਸਹੀ/-

ਸਤੀਸ਼ ਚੰਦਰਾ

ਵਿਸ਼ੇਸ਼ ਸਕੱਤਰ ਚੌਕਸੀ

ਇੱਕ ਉਤਾਰਾ ਸਮੂਹ ਵਿੱਤੀ ਕਮਿਸ਼ਨਰਾਂ, ਪ੍ਰਮੁੱਖ ਸਕੱਤਰਾਂ, ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰਾਂ, ਵਿਸ਼ੇਸ਼ ਸਕੱਤਰਾਂ, ਵਪਾਰਕ  
ਸਕੱਤਰਾਂ, ਸ਼ੈਲੁਕਤ ਸਕੱਤਰਾਂ, ਉਪ-ਸਕੱਤਰਾਂ ਅਤੇ ਅਧੀਨ ਸਕੱਤਰਾਂ ਪੰਜਾਬ ਸਰਕਾਰ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ  
ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜ ਕੇ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਉਕਤ ਹਦਾਇਤਾਂ ਉਨ੍ਹਾਂ ਦੇ ਪ੍ਰਬੰਧਕੀ ਕੰਟਰੋਲ ਅਧੀਨ ਬੋਰਡ/  
ਕਾਰਪੋਰੇਸ਼ਨਾਂ ਆਦਿ ਦੇ ਧਿਆਨ ਵਿੱਚ ਇੰਨਬਿੰਨ ਪਾਲਣਾ ਹਿੱਤ ਲਿਆ ਦਿੱਤੀਆਂ ਜਾਣ।

ਸਹੀ/-

ਸਤੀਸ਼ ਚੰਦਰਾ

ਵਿਸ਼ੇਸ਼ ਸਕੱਤਰ ਚੌਕਸੀ



ਸੇਵਾ ਵਿਖੇ,

ਸਮੂਹ ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ, ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ,  
ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ, ਵਿਸ਼ੇਸ਼ ਸਕੱਤਰ, ਵਪਾਰਕ ਸਕੱਤਰ,  
ਸੰਯੁਕਤ ਸਕੱਤਰ, ਉਪ-ਸਕੱਤਰ ਅਤੇ ਅਧੀਨ ਸਕੱਤਰ,  
ਪੰਜਾਬ ਸਰਕਾਰ।

ਅੰ.ਵਿ.ਪੱ.ਨੰ: 19/4/98-1(ਚ)/4479

ਮਿਤੀ : 28:4:98