



## PROPOSED 2-DAY INDUCTION TRAINING ON PREVENTIVE VIGILANCE (PSUS/PSES)

DAY 1	ACTIVITY	TIME
<b>Activity-1</b>	<p>➤ <b>Preventive Vigilance “A Conceptual Framework”:</b></p> <ul style="list-style-type: none"> <li>✚ <i>Overview of Vigilance functions including evolution.</i></li> <li>✚ <i>Punitive, Participative &amp; Preventive Vigilance</i></li> <li>✚ <i>Importance of Preventive Vigilance</i></li> <li>✚ <i>Examples of best practices both within India and outside India on Preventive Vigilance.</i></li> </ul>	<b>1.0hrs</b>
	<p>➤ <b>Film on Preventive Vigilance by the Central Vigilance Commission:</b></p> <ul style="list-style-type: none"> <li>✚ <i>Film on Preventive Vigilance prepared by the Commission for Vigilance Awareness Week-2018 may be screened. It is on the website of the Central Vigilance Commission</i></li> </ul>	<b>15 min</b>
	<p>➤ <b>Lecture on Procurement including e-procurement and Government e-Marketplace – Need for efficiency and transparency</b></p>	<b>1.0 hrs</b>
	<p>➤ <b>Lecture on Audit – an overview</b></p>	<b>1.0 hrs</b>
	<p><b>Or</b></p> <p>➤ <b>[Lecture on Department of Public Enterprises Guidelines (For Public Sector Undertakings)] – if not taught separately</b></p>	



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### Lunch Break

<b>Activity-2</b>	<p>➤ <b>Case studies on Preventive Vigilance (best practices):</b></p> <ul style="list-style-type: none"><li>✚ <i>The organization may choose an experienced person from the relevant fields for a presentation on one or two Case Studies on Preventive Vigilance initiatives in their organization</i></li><li>✚ <i>Experience sharing (Group Activity)* – with moderator</i></li><li>✚ <i>The session may be kept interactive.</i></li></ul>	<b>1.5 hrs</b>  <b>15 minutes for discussion and 10 minutes for presentation by each group</b>
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**\*Maximum 10 participants in a group**



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DAY 2	ACTIVITY	TIME
Activity-1	<p>➤ Group Discussions on Preventive Vigilance Measures on the following topics (indicative list)%</p> <p><b>A. Procurement Principles</b></p> <ul style="list-style-type: none"><li>✚ General Financial Rules</li><li>✚ Central Vigilance Commission Guidelines</li><li>✚ Government E-Marketplace</li><li>✚ E-procurement</li></ul> <p>(Chief Technical Examiners to be involved in preparation of this module)</p> <p><b>B. Audit</b></p> <ul style="list-style-type: none"><li>✚ Objectives of Audit</li><li>✚ Compliance</li><li>✚ Statutory</li><li>✚ Performance</li><li>✚ Internal/concurrent</li><li>✚ Forensic</li></ul> <p><b>C. Whistle Blower Mechanism</b></p> <ul style="list-style-type: none"><li>✚ Internal in every organization</li><li>✚ Protection of Whistle Blower</li><li>✚ Feedback on action taken</li><li>✚ Use of technology</li></ul> <p><b>D. Ethics</b></p> <ul style="list-style-type: none"><li>✚ Evolution over ages</li><li>✚ Ethical Dilemma – case studies</li><li>✚ Conflict of interest</li><li>✚ Experience from the field visit - may be linked with village visit</li></ul> <p>Or</p>	Forenoon



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- + If the village visit is to take place latter then to discuss and evolve some activity which can be taken up during the village visit

### E. Technology as an Enabler

- + Leveraging technology
- + Cyber crime
- + Innovation

### F. E-Governance

- + Process Re-Engineering
- + Reducing Discretion

### G. Conduct Rules

- + Overview
- + Constitutional Basis
- + Major provisions – Control, Discipline and Appeal Rules (relevant service rules)

### H. Right to Information

### I. Complaint Handling System

### J. Transparency

*The organizer may divide the participants into 6 groups and assign specific topic from above indicative list or any other topic specific to the organization for the groups to discuss on:*

*(a) The Group should identify the bottlenecks in the vertical which make it vulnerable to corruption or*



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*lack of transparency and efficiency in implementation of schemes etc.*

*(b) Group should suggest preventive measures to plug the bottlenecks with timelines.*

*(c) Prepare a power point presentation about 10 minutes (10 slides maximum)*

### Tea Break

➤ **Activity-1 continues..... (preparation of power point presentation)**

### Lunch

**Activity-2** ➤ **6 Groups to make a presentation about their topic before an Expert Panel#: 2.0 hrs**

✚ The groups to make a presentation of their paper before an Expert Panel with time slotted for inclusion of question and answer session.(10 minutes each and 10 minutes interactive)

a) Group – 1

b) Group – 2

c) Group – 3

d) Group – 4

e) Group – 5

f) Group - 6

**Activity-3** ➤ **Expert Panel to discuss Preventive Vigilance as a strategy and also comment on each group**



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### **presentation and way forward:**

*+ In the Expert Panel# Discussion the experts to provide their general and specific comments on each group presentations Way forward*

**% One moderator may initiate the Group Discussion (setting the ground rules)**

**# Experts may be taken from the organization/training institution or from outside**