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सत्यमेव जयते

राष्ट्रपति

भारत गणतंत्र

**PRESIDENT
REPUBLIC OF INDIA**

MESSAGE

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

"भ्रष्टाचार का विरोध करें; राष्ट्र के प्रति समर्पित रहें"

"Say no to corruption; commit to the Nation"

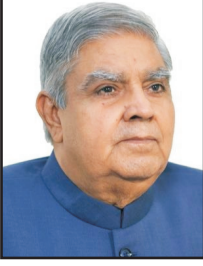
Bringing about transparency and accountability in governance is one of the most important factors in ensuring all-round growth and development of the country. It is the collective responsibility of all the citizens of the country to fight for the ideals of ethics and integrity.

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

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

(Droupadi Murmu)

**New Delhi
October 12, 2023**



सत्यमेव जयते

उपराष्ट्रपति
भारत गणराज्य

**VICE-PRESIDENT
REPUBLIC OF INDIA**

MESSAGE

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

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

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

Jagdeep Dhankhar

New Delhi
October 21, 2023



सत्यमेव जयते

प्रधान मंत्री
Prime Minister
MESSAGE

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

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

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

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

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

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

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

(Narendra Modi)

New Delhi

कार्तिक 05, शक संवत् 1945

27th October, 2023



केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION

सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi-110023
023/VGL/035
सं./No.....
दिनांक / Dated..... 25.10.2023

MESSAGE

Vigilance Awareness Week (30th October to 5th November, 2023)

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

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

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

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

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

(Arvinda Kumar)

Vigilance Commissioner

Central Vigilance Commissioner

संजय कुमार
अध्यक्ष एवं प्रबंध निदेशक

Sanjai Kumar
Chairman & Managing Director

हिंदी से सारे भारत को एक सूत्र में पिरोया जा सकता है।



सन्देश

RailTel Corporation of India Ltd. observes Vigilance Awareness Week every year under the guidance of Central Vigilance Commission. This year also RailTel is observing Vigilance Awareness Week from 30th October, 2023 to 5th November, 2023 under the theme of **"Say no to corruption, commit to the Nation"**. The week has been selected to give momentum to generate public awareness about the menace of corruption and bring honesty and integrity in public life.

I am glad to learn that our Vigilance Department has planned a series of events in this week for observance, including essay writing, debate, quiz and poster competition, etc. Few experts on different aspects of vigilance have been invited to share their knowledge and expertise with the Executives in RailTel.


As a prelude to Vigilance Awareness Week 2023, three months campaign from 16.8.2023 to 15.11.2023 with Preventive Vigilance measures on focus areas, viz., awareness about PIDPI, Capacity Building programs, Identification and implementation of systemic improvement measures, leveraging of IT for complaint disposal, updation of circulars/guidelines/manuals, disposal of complaints, RailTel took several initiatives including training by Training of Trainers (ToT) on capacity building topics which, I am sure have benefited the Executives.

RailTel with 61,000+ RKM OFC network along Railway track, two UPTIME USA certified TIER III Data Centres, MeitY empanelled Railcloud, and Security Operation Centre offers a bundle of services like, MPLS VPN, Telepresence, leased line, Tower Co-location, Retail broadband service- RailWire etc. RailTel also spreads its wings in implementing NIC e-office, IP based video surveillance system, Hospital Management Information system, Railway Signalling, Tunnel Radio Communication, AI based solutions etc. RailTel's Wi-Fi network at 6105 railway stations across country is one of the largest integrated Wi-Fi networks of the world. I have no doubt that these activities will help RailTel in transiting to a higher growth path.

The Vigilance Bulletin being launched this year shall have four Sections. While Section-A carries systemic improvements since 2020, Section-B covers Vigilance Department inspections, Section-C covers Dos and Don'ts and Section-D have articles/poems contributed by Executives and their family members.

I congratulate Dr Chandramani Sharma, CVO who has encouraged Vigilance Team in RailTel for driving this compilation and observance of VAW 2023.

मुझे उम्मीद है कि यह बुलेटिन रेलटेल के अधिकारियों को उनके कर्तव्यों के निर्वहन के प्रति जागरूक और सतर्क रहने में सहायता करेगा.


20/10/2023
(संजय कुमार)

अध्यक्ष एवं प्रबंध निदेशक

20th Oct 2023
नई दिल्ली

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2000GOI107905

Registered & Corporate Office : Plate-A, 6th Floor, Office Block, Tower-2, East Kidwai Nagar, New Delhi-110023
T : +91 11 22900601, F +91 124 2714096
Website : www.railtelindia.com

डॉ. चन्द्रमणि शर्मा, आई.एस.एस.
मुख्य सतर्कता अधिकारी

Dr. Chandramani Sharma, ISS
Chief Vigilance Officer



सत्यमेव जयते



MESSAGE

Vigilance Awareness Week (VAW) this year is observed from 30th October, 2023 to 5th November, 2023 on the theme of **"Say no to corruption, commit to the Nation"** as per the guidance of Central Vigilance Commission. VAW is observed to bring collective participation of all stakeholders in eradicating corruption and bring integrity in public life.

A dedicated week under the aegis of VAW is chosen to encourage the public awareness to alleviate the perils of corruption in the organisation by creating an environment of transparency, accountability, honesty and integrity. RailTel has planned a series of events in this week for observance.

As a prelude to Vigilance Awareness Week 2023, three months campaign from 16.8.2023 to 15.11.2023 with Preventive Vigilance measures on focus areas, namely, awareness about PIDPI, capacity building programs, identification and implementation of systemic improvement measures, leveraging of IT for complaint disposal, updation of circulars/guidelines/manuals, disposal of complaints, RailTel took several initiatives.

Vigilance Department as an integral part of RailTel has been enabling growth by bringing various systemic improvements. It is a matter of pride that RailTel Vigilance since January 2020 has brought 146 systemic improvements enabling its Executives and stakeholders to bring the Corporation into higher growth trajectory. This has been brought in this bulletin which is being released in this week on the occasion of observance of Vigilance Awareness Week 2023.

The Vigilance Bulletin being launched this year shall consists of four sections. Section-A covers systemic improvements brought since January 2020. Section-B carries Vigilance Inspection done during the year, Section-C covers Dos and don'ts and Section-D have articles/ poems contributed by Executives and their family members.

I compliment Shri Ravi Shankar Goriyan, Sr. DGM/ Vigilance, Shri Nitin Tiwari, Chief Manager/ Vigilance, Shri Gaurav Piplani, Chief Manager/Vigilance and Shri Karandeep Singh Sood, Chief Manager/Vigilance for their teamwork in compiling the bulletin and conducting the observance of VAW 2023.

I hope the Bulletin will help the Executives in RailTel in bringing probity, honesty and integrity in their public life.

(Dr. Chandramani Sharma)
Chief Vigilance Officer

20th Oct 2023
New Delhi

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड द्विभारत सरकार का उपक्रम
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2000GOI107905

Registered & Corporate Office : Plate-A, 6th Floor, Office Block-2, East Kidwai Nagar, New Delhi-110023
T : +91 11 22900615, F : +91 11 22900699, E : cvo@railtelindia.com
Website : www.railtelindia.com



Integrity Pledge for Citizens

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

I realise that every citizen should be vigilant and commit to highest standards of honesty and integrity at all times and support the fight against corruption.

I, therefore, pledge:

- To follow probity and rule of law in all walks of life;
- To neither take nor offer bribe;
- To perform all tasks in an honest and transparent manner;
- To act in public interest;
- To lead by example exhibiting integrity in personal behaviour;
- To report any incident of corruption to the appropriate agency.

* * *



Integrity Pledge for Organisations

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

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

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

We, therefore, pledge that:

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



Chapter-1

Systemic Improvement in Chronological Order

This part analyses the systemic improvement the Vigilance Department has brought out since 1st January 2020. So far there are 54 Notes with 146 systemic improvements have been brought out in different subjects/ areas needing improvement. Many of them have been implemented so far and others are in the process of implementation. However, this part intends to bring all such Notes in one place in a chronological order.

1. Annual Property Return (APR) for Vigilance Clearance (Note dt 10.01.2020)

DoPT guidelines issued from time to time mentioned that Vigilance Clearance shall be denied to an officer if he/she fails to submit his/her Annual Property Return (APR) of the previous year by 31st January of the following year. This was not being followed in letter and spirit in RailTel. However, realizing its importance, Vigilance Department brought a note on 10.01.2020 (**Appendix-1**) advising two systemic improvements to HR department to invariably mention the date of last APR filed by the employee while seeking vigilance clearance. As a result of this systemic improvement suggested, now all the Executives are filing their APR of the previous year by 31st January of the following year.

2. Procurement Manual and Training of Executives (Note dt 04.03.2020)

A tender case was investigated by Vigilance Department in which various procedural lapses were observed. It was seen that the same was due to non-availability of in-house procurement policy/manual. Based on the two systemic improvements suggestion by Vigilance Department, namely, (i) Prepare Procurement Manual, and (ii) Training of Officers in tender and procurement matter, RailTel constituted a Committee to draft the Procurement (**Appendix-2**).

3. System Improvement in HR Policy for TA/DA (Note dt 10.08.2020)

While in a case investigated by Railway Board Vigilance it was observed that an employee claimed for “stay by own arrangement” while on official tour to a particular city where he has been using RailTel owned accommodation for his family. Considering its serious lapses in the procedure, Vigilance Department in RailTel issued a note on 10.08.2020 (**Appendix-3**) advising two systemic improvements for Modification/Review of TD/DA Policy incorporating suitable provisions, so that, any employee do not misuse the policy.

4. System Improvement in ERP (Note dt 10.08.2020)

During examination of a case, it was observed that while filling reimbursement claims in ERP, it was found that employees were able to file

claims against official tours even when the official tour was not duly approved by his/her controlling officer. In some cases, it was found that employees were able to claim twice against the same item for the same date. In order to remove this bottleneck, two systemic improvements were issued vide note dated 10.08.2020 (**Appendix-4**) advising (a) ERP should not allow submission of the claim by the employee till the tour is approved by the Competent Authority in ERP, (b) ERP system should not allow any claim for the same item twice for the same date. This has been implemented and today no one can submit the claim of tour twice for the same journey.

5. Identification of Sensitive Posts in RailTel (Note dt 14.08.2020)

It was seen that the last exercise of identification of sensitive post was done a decade back, which is not in-line with the current organizational structure and nature of work being done in RailTel. Accordingly, Vigilance Department vide its note dated 14.08.2020 (**Appendix-5**) advised one systemic improvement that the HR department to review the list of sensitive posts in RailTel as per the current organizational structure.

6. Scrutiny of Annual Property Return (Note dt 01.09.2020)

While scrutiny of Annual Property Return (APR), it was found that 237 Officers have not filed the APR during the particular year(s). Accordingly, Vigilance Department in RailTel issued note dated 01.09.2020 (**Appendix-6**) with three systemic improvements citing (i) during the filing of APR, the current year should not appear in the ERP. For example, when employee is submitting the APR in January 2020, the year of APR should be seen as year ending December 2019 (not 2020), (ii) to ensure that while submitting self-appraisal in the APR, the officials may mandatorily submit his/her confirmation regarding filing of APR, and (iii) contractual employees may also be asked to file APR every year.

7. Systematic improvement in hiring of vehicle (Note dt 08.10.2020)

During examination of a case regarding hiring of vehicle for a project work, certain systemic shortcomings were found. Accordingly, four system improvements have been advised vide circular dated 08.10.2020 (**Appendix-7**) specifying, (a) Log-book must be compulsorily provided by RailTel and that must include the column for Name, Designation and purpose of each trip and signature of the officials using such vehicle, (b) Name, Designation and purpose of visit of the officials must be entered in legible form in the log-book by each official, (c) The duration of use of vehicle must be provide in the terms and conditions of the contract along-with period of extension, if any, (d) The logbook should also mention the concerned authority to whom the vehicle is attached.

8. Scrutiny of Annual Property Return (Note dt 25.11.2020)

In addition to note dated 01.09.2020 on the matter, CVC vide its order dt 23.11.2020 had taken a strict view on prolonged delay in filing of APR by

Officers/ Officials and has directed to ensure 100% compliance of filing of annual immovable/ moveable property return for the previous year i.e. 2019 by 30.11.2020. CVC had directed that officials/ officers who do not file their APR by 30.11.2020, appropriate disciplinary action may be initiated against them. Accordingly, HR Department was advised two systemic improvements vide note dt 25.11.2020 (**Appendix-8**) to provide (i) compliance report in-line with CVC order dt 23.11.2020, and (ii) compliance report in-line with various proposed actions & system improvements advised by this office note 01.09.2020.

9. System Improvements in RailTel (Note dt 15.12.2020)

The note dated 15.12.2020 with one system improvement (**Appendix-9**) is basically a reminder to HR Department for taking required action and compliances thereof which were issued on system improvement in HR policy for TA/DA relating to 'stay on own arrangement', identification of sensitive posts, system improvement in ERP format for Annual Property Return.

10. System Improvements in RailTel (Note dt 06.01.2021)

The note dated 06.01.2021 with one system improvement (**Appendix-10**) is another reminder to HR Department for taking required action and compliances thereof which were issued on system improvement in HR policy for TA/DA relating to 'stay on own arrangement', identification of sensitive posts, system improvement in ERP format for Annual Property Return.

11. Systemic improvements in Tender Register entries (Note dt 05.02.2021)

Entries of Tender number sequence wise for each financial year are taken or entered in Tender Register to maintain uniformity for record purpose. Entries from August, 2020 to December, 2020 was been considered for inspection of entries. The two systemic improvements were proposed vide note dated 05.02.2021 (**Appendix-11**) are, (a) concerned Executives who are doing entries of new tender number should sign with full name, designation and date, and (b) two more columns related to date of floating of tender and final tender status should be added (e.g., not floated with reason mentioned or discharged or allotted with x% below/above etc.).

12. Systemic improvements related to attendance sheet of Data Center Gurugram outsource staff (Note dt 05.02.2021)

During periodic inspection of attendance sheet of January 2021 of Data Centre outsource staff, certain systemic shortcomings are found. Accordingly, two systemic improvements issued vide note dated 05.02.2021 (**Appendix-12**) states, (i) it is observed that for purpose of making attendance, staple loose sheets are being used. It is advised that attendance register should be used for marking attendance; (ii) the concerned Data Centre in-charge (daily operations or shift in-charge) should counter sign the attendance sheet on daily basis.

- 13. Systemic Improvements regarding maintenance of record in Server Room at RailTel, East Kidwai Nagar (Note dt 08.02.2021)**
Inspection of Server room at EKN was conducted. The maintenance of equipment is under supervision of Senior Manager/Electrical. Requirement of various inventories is taken care from imprest of Senior Manager/Electrical. Day-to-day operation related matters are resolved either by NSL Executive or by RailTel electrical team. Two systemic improvements are suggested vide note dated 08.02.2021 (**Appendix-13**) regarding maintenance of spares and of logbook for failures and rectification of faults.
- 14. Systemic Improvements related maintenance of physical files and record maintenance of files (case book register) under HR department (Note dt 12.02.2021)**
During periodic inspection of physical conditions of files of HR department, it was observed that registers were maintained with name of Case Book for opening of the physical files. Based on the case book, 6 files have been checked for its physical condition and other details like number of pages, noting and SN side, signature with dates, etc. Five systemic improvements vide note dated 12.02.2021 (**Appendix-14**) suggested that in the case book it is advised to maintain entry of files in a format which may include (a) s. no. (b) file no. (c) subject of file (d) opening of date of file and (e) file opened by.
- 15. Systemic Improvements regarding Physical Inspection of files of NTP department (Note dt 12.02.2021)**
During periodic inspection, the files were picked for scrutiny of its physical condition and other details like page numbering, noting and SN side, signature with dates etc. As a part of systemic improvements issued vide note dated 12.02.2021 (**Appendix-15**), two system improvements were suggested that (i) the files should be checked so as to ensure that each document is stapled and each document is numbered sequentially, and (ii) all files available with Executives should be checked for maintaining good physical condition of the same and the cover of the file may be changed whenever required.
- 16. Systemic Improvements regarding Physical Inspection of files of ITP department (Note dt 17.02.2021)**
During periodic inspection of files of ITP department, certain shortcomings were found. As a part of systemic improvements issued vide note dated 17.02.2021 (**Appendix-16**), four system improvements were suggested that (i) care should be taken so that each noting page document is numbered sequentially, (ii) there should not be any loose sheet in the file, (iii) all files available with Executives should contain the name of the Executive who is maintaining the same, (iv) the files should be checked so as to ensure that documents under one SN are firmly stapled/tagged and each document is numbered sequentially.

17. Systemic Improvements related to Payment Vouchers processed for Payments by Corporate Finance with related documents. (Note dt 19.02.2021)

Payment Vouchers processed for Payments by Corporate Finance with related documents like ERP PO/LOA, GRN, Delivery Challan and Invoice. Payment processed through Payment Vouchers are generally done through three steps approval, namely, 1st Initiator, 2nd Sr. Mgr/Fin and 3rd is Addl.GM/Fin/CO. On this, two systemic improvements were proposed vide note dated 19.02.2021 (**Appendix-17**) are (i) while signing on ERP Payment Voucher each official should sign on each page of report, and (ii) while signing on ERP Payment Voucher and ERP invoice reports, each official should sign with full name, designation and date.

18. Systemic Improvements regarding Physical Inspection of files of EB department (Note dt 01.03.2021)

The list of files maintained by each Executive was provided on demand. Based on the list the files were picked for scrutiny for its physical condition and other details like page numbering, noting and SN side, signature with dates etc. The systemic improvements were proposed vide note dated 01.03.2021 (**Appendix-18**) includes (i) Care should be taken so that correspondence page documents are numbered serially, (ii) all files available with Executives should contain the name of the Executive who is maintaining the files, and (iii) the files should be checked so as to ensure that documents under one SN are firmly stapled/tagged and each document is numbered serially.

19. Systemic Improvements regarding Physical Inspection of files of DNM department (Note dt 12.03.2021)

The list of files maintained by each Executive was provided on demand. Based on the list provided, the files were picked for scrutiny for its physical condition and other details like page numbering noting and SN side, signature with dates etc. Three systemic improvements proposed vide note dt 12.03.2021 (**Appendix-19**) includes (i) correspondence pages should be numbered serially, (ii) it may be ensured that documents under one SN are firmly stapled/tagged and each document is numbered serially, (iii) page numbers on correspondence side and noting pages should not be marked with pencil.

20. Systemic Improvements related maintenance of physical files and record maintenance of files under Admin Department (Note dt 02.06.2021)

During periodic inspection, files were checked for their physical condition along with checking of noting and correspondence pages with systemic numbering, dates, signs etc. Two systemic improvements in this regard were issued vide note dated 02.06.2021 (**Appendix-20**) which includes (i) Executive should take due care in assigning the page number to noting

pages and should ensure that the same is numbered sequentially, (ii) the correspondence pages should also be marked in sequence. In addition, important papers like bills/invoices should be given specific serial number.

21. Systemic Improvements related to Lift Maintenance at Gurugram Office (Note dt 02.06.2021)

Lifts Daily Check done by Outsourced Lift Executive (Gurugram Office) is regularly being entered in Lifts Daily Checklist Record. One systemic improvement proposed vide note dt 02.06.2021 (**Appendix-21**) suggest that all entries done by the Lift Operator (outsourced) at Gurugram Office must be duly verified by concerned regular official of RailTel.

22. Systemic Improvements related to Vehicle Register at Gurugram Office CO (Note dt 02.06.2021)

Entries of vehicle number entering in RailTel Gurugram Office premises sequence wise are being done or entered in Vehicle Register for security and for record purpose. One systemic improvement proposed vide note dt 02.06.2021 (**Appendix-22**) suggest that concerned persons who are making entries of vehicle number should enter full vehicle number to avoid any lapses.

23. Systemic Improvements in Manpower Tenders (Note dt 07.06.2021)

This inspection was a CTE type inspection of Manpower Tenders (EOI). In the Manpower Tender, four systemic improvements suggested vide note dt 07.06.2021 (**Appendix-23**) includes (i) Open Tender with Two Bid System for all such type of tenders should be floated, (ii) the tenders should be finalized within original bid validity, (iii) eligibility criteria in tender should be kept as per Procurement Manual/Policy of RailTel in all such type of tenders, and (iv) the evaluation criteria of bids should be objective and specific. There should not be any vague condition in evaluation criteria.

24. Systemic Improvements in CDA Rules (Note dt 01.09.2021)

On CDA Rules, two systemic improvements suggested vide note dt 01.09.2021 (**Appendix-24**) includes (i) DPE had issued modifications in the Conduct, Discipline and Appeal (CDA) Rules for CPSEs-2017 vide letter No. 15(07)/99-DPE-GM-VOL-III-FTS-2344 dated 11.12.2017 followed by an amendment vide Office Memorandum dated 09.10.2019, (ii) HR department is advised to review existing CDA rules of RailTel and effect the modifications required, if any, as per the guidelines of DPE.

25. Systemic Improvements of ERP report and list of inward and outward Bank Guarantees submitted by Finance Department (Note dt 14.10.2021)

For inward BGs, three systemic improvements suggested vide note dt 14.10.2021 (**Appendix- 25**) include (i) Concerned executives who are making entry of BG details at initial level should fill all the fields uniformly, (ii)

Vendors should be informed well before expiry for BGs extension with condition of submission of extended BG before expiry of BG validity, and (iii) Unapproved BGs in ERP should be followed up with concerned authority for approval within 2-3 days on regular basis.

For outward BGs, two systemic improvements suggested includes, (i) Concerned Executives who are requesting for creation of BG as required by any customer should fill and provide data with uniformity. PO/WO no., project category and project sub-category fields should be mandatory, and (ii) After BG creation, BG No. and BG Bank Name must be filled by concerned Finance Executive with all the details.

26. Systemic Improvements of Attendance Register of Regular Employees of CO/EKN (Note dt 14.10.2021)

On Attendance Register of Regular Employees, three systemic improvements issued vide note dated 14.10.2021 (**Appendix-26**) recommended for (i) Every day before closing the register, every blank attendance should be marked as absence/leave/tour etc., (ii) Authorized Competent authority must sign on day to day basis after closing the register indicating the total number of absences on that day, and (iii) Deduction of Leave, if any, as per the office order, is to done after the concurrence of Controlling Officer.

27. Systemic Improvements of Attendance Register of Outsource Employees of CO/EKN (Note dt 14.10.2021)

On Attendance Register of Outsource Employees, three systemic improvements issued vide note dated 14.10.2021 (**Appendix-27**) recommended for (i) Every day before closing the register, every blank attendance should be marked as absence/leave/tour etc., (ii) Authorized Competent authority must sign on day to day basis after closing the register indicating the total number of absences on that day, and (iii) Deduction of Leave, if any, as per the office order, is to done after the concurrence of Controlling Officer.

28. Systemic Improvements related to Scrutiny of Tender files in Project Procurement and Tender Department of Eastern Region and inspection of attendance register done at Eastern Region Network Operation Centre (ER- NOC) (Note dt 14.10.2021)

On scrutiny of tender files in Project Procurement and Tender Department of Eastern Region and inspection of attendance register done at Eastern Region Network Operation Centre (ER NOC), four systemic improvements vide note dated 14.10.2021 (**Appendix-28**) suggested to (i) Serial Number should not be put on blank pages and blank pages should be cancelled/crossed, (ii) Signature must always have name and designation of officials, (iii) Attendance Register of Outsourced staff deployed at SDH and MPLS must be counter signed or forwarded by Asstt. GM or DGM/NOC/ER

or any RailTel's Regular officials looking after regular operations of MPLS/SDH NOC on daily basis, and (iv) Attendance Register of Regular staff deployed at Eastern Region Network Operation Centre (ER NOC) must be counter signed or forwarded by Dy General Manager/NOC/ER on daily basis.

29. Systemic Improvements related to Eastern Region Kolkata store faulty, repairable equipment and Working Circuit Reconciliation of circuits and imprest claims of employees under Eastern Region (Note dt 04.01.2022)

On matter of inspection at Kolkata store faulty, repairable equipment and Working Circuit Reconciliation of circuits and imprest claims of employees under Eastern Region, three systemic improvements vide note dated 04.01.2022 (**Appendix-29**) suggested (i) repaired equipments must be reissued in order of entry of their repair dates i.e., repaired equipments must be used in First repaired First out manner (FIFO). Signature must always have name and designation of officials, (ii) regular reconciliation of working circuits with finance must be ensured to avoid possibility of revenue leakage, (iii) HR should only approve and process imprest claims only if:

- No Expense Sub-category under imprest expense category is left blank by employees during claiming the imprest in ERP.
- Detailed description of these miscellaneous amount claimed under Misc Sub-category of imprest expense category should be provided in ERP by employees.

30. Systemic Improvements related to change in details of Nodal Officer (Integrity Pact) in Tender document (Letter dt 01.06.2022)

It was observed that the Nodal Officer for IEMs is mentioned as CVO/RailTel providing the address of EKN CO and email id as cvo@railtelindia.com in tender documents. Since this is not in accordance with CVC Circular no. 015/VGL/091 dated 25.01.2022 related to Adoption of Integrity Pact-Revised Standard Operating Procedure, one systemic improvement vide letter dt 01.06.2022 (**Appendix-30**) recommended that "all concerned department floating the tender must mention the details of any official from concerned department as Nodal Officer in all future Tender document having Integrity Pact clause. In such cases where tender is already floated, a corrigendum accordingly should be issued through approval of competent authority".

31. Systemic Improvements related to Chennai Territory, Southern Region Inspection in presence of GM/Vigilance (Note dt 03.06.2022)

On the matter of inspection of VSS at Mylapore Station, Egmore PoP inspection, Diesel Stock Register and DG Running Register, Quotation Register and Attendance Register, eleven systemic improvements vide note dt 03.06.2022 (**Appendix-31**) suggested to:

- (i) Working of CCTV cameras should be periodically checked. Faulty cameras must be repaired/ replaced timely as cameras are covered in AMC/Warranty under PO/LOA.
- (ii) All Records/Registers must be maintained according to Para 8 (records required to be maintained) and format mentioned Para 11(annexures) of O&M Manual issued in NOV 2021.
- (iii) Diesel Stock Register and DG Running Register must be countersigned/signed by Regular official of RailTel.
- (iv) Issuance of SOP (Standard Operating Procedure) regarding the purchase, Transportation and re-filling of DG set Reservoir and monitoring of consumption.
- (v) The Register does not provide usage of the annual ceiling limit of concerned approving authority. This must be invariably mentioned.
- (vi) The Register having annual ceiling limit must be signed by Finance after each case.
- (vii) A register showing full particulars of the work indicating names of the firms with addresses from whom quotations are invited and awarded will be maintained by each officer, annual ceiling to be vetted by Finance on this register.
- (viii) Quotation inviting letter must have a quotation number (sequence wise, year wise) like tenders. This must also be mentioned in quotation opening register with other details at time of opening and as well as reference of PO/LOA with value of PO/LOA along with firm name.
- (ix) The receiving of offers from the firms must be entered duly mentioning date and time. This must be signed by concerned official of RailTel.
- (x) Quotation opening details should also have time of opening of offers with signature of both Technical and Finance Executive otherwise if Finance executive is connected through TP, then screenshot of TP screen should be attached showing time and date for confirmation.
- (xi) Attendance sheet must be counter signed or forwarded by competent authority/ Senior officer of RailTel.

32. Systemic Improvements during inspection of working of Wi-Fi at NDLS Rly Station (Note dt 28.06.2022)

After inspection of Wi-Fi at NDLS Rly Station, three systemic improvements issued vide note dated 28.06.2022 (**Appendix-32**) suggested that (i) for the replacement of faulty equipment (AP, AS, FS & UPS), spares must be kept with the team so as to minimize the down time, (ii) the purpose of installation of UPS is defeated if it is not generating the desired back up. It is required to repair the same immediately, and (iii) Inspection Register to be maintained for inspection (on Fortnightly/Monthly/Quarterly basis) by the in charge of Section (Tier-I, Tier-II and Territory Manager).

33. Systemic Improvements during inspection of working of VSS at Adarsh Nagar Railway Station (Note dt 28.06.2022)

Consequent to inspection of VSS at Adarsh Nagar Railway Station, five

systemic improvements were issued vide note dated 28.06.2022 (**Appendix-33**) that include (i) the purpose of installation of VSS/CCTV cameras is defeated if it is not available with the RPF in their control room. The same should be handed over to RPF immediately and efficient working of the installed system should be ensured, (ii) inventory list must be maintained as per the supplied and installed items, (iii) Inspection Register to be maintained for inspection (on Fortnightly/Monthly/Quarterly basis) by the in-charge of the Section (Tier-I, Tier-II and Territory Manager), (iv) for the replacement of faulty equipment(s) (Camera, Switch & UPS), spares must be kept with the team so as to minimize the down time, (v) since VSS/CCTV system was installed at several railways stations, maintenance of Cameras (cleaning) should be done frequently to enhance visibility. Moreover, due to vibrations of running trains there might be change in orientation/view of camera, the same may be attended timely.

34. Systemic Improvements related to inspection at Chennai Territory, Southern Region (Note dt 10.08.2022)

Consequent upon inspection at Chennai, Wi-Fi system at Egmore Station and Attendance Register, two systemic improvements note dt 10.08.2022 (**Appendix-34**) suggested to (i) working of Wi-Fi system should be periodically checked and entries must be made in the registers regarding status of periodic testing, detail of faulty equipment and action taken. Faulty Wi-Fi antennas must be repaired/ replaced on priority, and (ii) Attendance sheet must be countersigned or forwarded by competent authority/ Senior officer of RailTel.

35. Systemic Improvements related to LMC in Bhopal Territory, Western Region (Note dt 18.08.2022)

As a result of investigation of LMC Complaint in Bhopal Territory, four systemic improvements recommended vide note dt 18.08.2022 (**Appendix-35**) includes;

- (i) Field Official has to ensure that after completion of delivery period, the Vendor must submit the invoice within 10 days and also mention the receipt date of invoice and same should be processed for further payment within 7 days. In case it could not be processed within mentioned time, sufficient reason may be justified in file/documentated while processing the payments.
- (ii) The record should be maintained by the Territory Office for tracking the invoice submitted by the firm and release of payment.
- (iii) In the investigation, it is also observed that two copies of same invoices have been found with different invoice date which is highly inappropriate. This casual approach towards dealing with official documents should be avoided.
- (iv) Further, it is also advised that a format must be implemented in all vendor payments and must be mutually signed by the Firm Representative and RailTel Official (Regular). This format henceforth must be sent with invoice compulsorily to Finance for making the payment.

36. Systematic Improvements - Technological Initiative for providing the facility for Online Submission and Tracking the Vendor's Bill/Invoice raised to RailTel (Note dt 12.09.2022)

In various complaints received from the Vendors/Firms, it is observed that payment to Vendor is delayed due to (i) delay in submission of invoice by the Vendor after the due date, (ii) delay in processing the invoice by RailTel Officials after necessary verifications, and (iii) delay in release of payment due to any shortcomings/deficiency observed during the process of payments. In fact, delay in any of these cases may have GST implications for both the parties, which can be avoided if the Bills/Invoices are processed timely. One systemic improvement issued vide note dt 12.09.2022 (**Appendix-36**), where it was suggested that ERP team may explore developing an application integrated with ERP portal where Vendor/Firm may be able to submit their Invoices. Suitable access may be provided to Vendor/Firm to track their Bills/Invoices. During creation of this application necessary consultation and deliberations with the stakeholders may be done, if required.

37. Inspection related to Northern Region (Letter dt 12.09.2022)

During Inspection of MW Tower at Hissar Station POP, it was observed that Tower was not painted and not being maintained despite AMC. On further investigation, several shortcomings were found. Accordingly, the following five systemic improvements are advised and issued vide letter dated 12.09.2022 (**Appendix-37**)

- Noting for any decision/extension of time etc should come from someone below decision maker and officer entitled to take a decision should consider it after recording the reasons for his decisions. Deemed to be self-approved is not the proper procedure.
- The PBG submission & agreement signing proceedings to be carried out within stipulated time period as per conditions mentioned in the tender document/LOA.
- If the Firm is not doing work satisfactorily, after due review the decision to terminate the contract and action against such Firm may be initiated. The action taken proceedings should be communicated to all Departments & Regions of RailTel.
- Recording of minutes of online/physical meetings taken place with the Firm must be maintained.
- A time bound closure process of earlier work done should be carried out duly signed by the firm's representative and RailTel against the incomplete contract work. This document must be placed on file before re-tendering to avoid disputes/litigation in future.

38. Systemic Improvements related to Attendance Register of Outsource Employees in Bhopal Territory, Western Region (Letter dt 12.09.2022)

During Inspection at Bhopal Territory certain shortcomings were observed which are (i) No Authorized Signatory is counter-signing the Attendance

register after day wise closing, (ii) Some officials are marked cross and some are left blank. As a part of systemic improvements issued vide letter dt 16.09.2022 (**Appendix-38**) three system improvements were suggested:

- Every day before closing the register every blank attendance should be marked cross.
- Authorized Competent authority must sign on day to day basis after closing the register indicating the total number of cross on that day.
- Deduction of Leave, if any, as per the office order, is to be done after the concurrence of Controlling Officer.

39. Systemic Improvements related to Attendance Register of Regular Employees in Bhopal Territory, Western Region (Letter dt 16.09.2022)

During Inspection at Bhopal Territory certain shortcomings were observed which are (i) No Authorized Signatory is counter-signing the Attendance Register after day wise closing, (ii) Some officials are marked cross and some are left blank. As a part of systemic improvements issued vide letter dt 16.09.2022 (**Appendix-39**) three system improvements were suggested:

- Every day before closing the register every blank attendance should be marked cross.
- Authorized Competent Authority must sign on day to day basis after closing the register indicating the total number of cross on that day.
- Deduction of Leave, if any, as per the office order, is to be done after the concurrence of Controlling Officer.

40. Systemic Improvements related to SOP/Fund Register and Quotation Register at Chandigarh Territory, Northern Region (Letter dt 06.10.2022)

During inspection of SOP/Fund Register of Chandigarh Territory Manager, it was observed that annual ceiling limit of SOP paras and pending balance amount out of annual ceiling limit of SOP paras of concerned approving authority is not being mentioned in Register and Executives are doing entry without signature in Register. Accordingly, following two systemic improvements were suggested (**Appendix-40**):

- The Register must provide usage of the annual ceiling limit of SOP paras of concerned approving authority. This must be invariably mentioned.
- Entry with balance amount out of annual ceiling limit of SOP paras must be made by concerned Executive and then counter signed by competent authority as Finance Members are not available at Chandigarh territory. Also, during inspection TM Chandigarh informed that no Quotation Register or any record is being maintained. Therefore, the following systemic improvements were suggested :
- A Quotation Register and records should be maintained in each office where process of opening of quotation is done as per SOP Para W2/2.2 & W3/3.4. of SOP.
- As a compliance of system improvement, Record maintenance from April 2022 to till date should be updated and copy of same should be submitted to

Vigilance Department. It is in line with 3-month preventive vigilance campaign under VAW 2022 of CVC.

41. Systemic Improvements regarding filing of immovable/movable property transactions in ERP as per CDA rules of RailTel (Note dt 6.10.2022)

During inspection of Immovable/ Movable Property Transactions submitted in ERP Reports, among others the systemic shortcomings were observe that (i) some employees are applying for Prior intimation of transaction, some are applying for intimation of transaction and some are applying for sanction of transaction of immovable/ movable property transactions, which shows CDA Rules of RailTel are not being followed, (ii) ERP is not customized as per Rule 16 particularly under para 1, 2 & 3 of CDA rules of RailTel which is in line with DoPT guideline and CVC instruction for immovable/movable transaction's permission/intimation. Accordingly, one systemic improvement recommended (**Appendix-41**) as under:

- All filing of immovable/movable property transactions must be ensured as per CDA Rules of RailTel as provided under Rule 16 particularly under para 1, 2 & 3. The Rule 16 Para 1, 2 & 3 states that:
 1. No employee of the Corporation/Company shall, except with the previous knowledge of competent authority, acquire or dispose of any immovable property by lease, mortgage purchase, sale, gift or otherwise, either in his/her own name or in the name of any member of his/her family.
 2. No employee of the Corporation/Company shall, except with the previous sanction of competent authority, enter into a transaction concerning any immovable or movable property with a person or a firm having official dealings with the employee or his/her subordinate.
 3. Every employee of the Corporation/Company shall report to competent authority, every transaction concerning movable property owned or held by him/her in his own name or in the name of any member of his/her family, within one month from the date of such transaction, if the value of such property exceeds more than two month's basic pay of the employee.

42. Systemic Improvements related to O&M Registers updating at PoPs as per O&M Manual (Letter dt 28.12.2022)

During Inspection of O&M Registers at PoPs, it was found that O&M Registers to be maintained by O&M field Executives are not maintained as per O&M Manual (issued in Nov 2021). Accordingly, one systemic improvement was suggested vide letter dt 28.12.2022 (**Appendix-42**) that all Registers/Records must be maintained according to Para 8 (records required to be maintained) and format mentioned Para 11(Annexures) of O&M Manual issued in November, 2021.

43. Systemic Improvements related to Eastern Region (Letter dt 09.01.2023)

During Inspection of Bhubaneshwar Territory office along with Bhubaneshwar & Cuttack POPs, following points were observed (i) Unserviceable Chargers 48 V (Make Amar Raja), Batteries etc. are lying in open for disposal, (ii) Executives are doing entry in SOP Register without signature and also not counter-signed by finance member/TM against each entry. Accordingly, two systemic improvements vide letter dt 09.01.2023 (**Appendix-43**) were issued: (i) Unserviceable material to be disposed for which Vigilance department has issued instructions vide its letter no RCIL/CO/VIG/Vigilance/VAW/060/Vol.-1 dated 4.8.2022, (ii) Entry with balance amount out of annual ceiling limit of SOP paras must be done by concerned Executive related to work and then counter-signed by TM against each entry as Finance members are not available at Bhubaneshwar Territory.

44. Systemic Improvements related to Thomson Road NOC & PoP inspection (Letter dt 01.03.2023)

During Inspection of Northern Region NOC and Thomson Road PoP, the shortcomings found are: (i) In Thomson Road PoP Equipment Room, it was observed that maintenance of cabling and dressing of patch chords in PoP is in very meshy & shabby condition, (ii) In MPLS NOC, Faulty Switches in approximately 20 were placed in haphazard manner. Accordingly, two systemic improvements suggested (**Appendix-44**) were: (i) The Cabling and Patch chords in PoP must be properly dressed and tagged with name of route or circuit etc., (ii) Faulty Switches must be placed in proper manner and record of faulty switches should be maintained properly.

45. Systemic Improvements in recruitment process (Letter dt 01.03.2023)

During investigation, due to observance of certain shortcomings, three systemic improvements vide letter dt 01.03.2023 (**Appendix-45**) were suggested: (i) The criterion as mentioned in sub para 11.0 of para 2.10, Appendix-I (Direct Recruitment Policy and Procedure) of HR Manual related to shortlisting of candidates for interview i.e., “3 times of the number of vacancies, in order of merit in the written test will be called for comprehension test and interview”, must be included in advertised/uploaded vacancy notice to avoid confusion among applicants, (ii) Undertaking by all executives/officials involved in selection or recruitment process regarding no conflict of interest of near relative must be taken, and (iii) There should be detailed terms & conditions related to confidentiality of examination process and conflict of interest for empanelled agency and if empanelled agency is executing the recruitment process through sub-contracting i.e., allotting work to another agency then terms & conditions regarding examination process and conflict of interest should be clear for sub-contractor agency also.

46. Systemic Improvement in RailTel Conduct, Discipline and Appeal (CDA) Rules about filing of Annual Property Return (APR) (Letter dt 17.03.2023)

One system improvement vide letter dt 17.03.2023 (**Appendix-46**) was suggested as: CVC vide OM dt. 16.03.2022 (enclosed) has instructed that filing of Annual Immovable Property Return (AIPR) on time is pre mandatory condition for grant of Vigilance Clearance. Also, according to Para 7 of Vigilance Clearance Policy of RailTel (enclosed), Vigilance Clearance may be denied to an official if he/she fails to submit his/her annual immovable property return of the previous year by 31st January of following year. As per Rule 16, 4(e) of RailTel Conduct, Discipline and Appeal (CDA) Rules issued vide Office Order No. 649 dt.09.12.2021, "every employee shall, beginning 1st January, submit a return of immovable property inherited / owned / acquired once in every two year". Hence, considering CVC guideline and Vigilance Clearance Policy of RailTel, Rule 16, 4(e) of Conduct, Discipline and Appeal (CDA) Rules of RailTel must be amended as "Every employee should submit Annual Property return (APR) of the previous year by 31st January of following year."

47. Systemic Improvements related to Northern Region (Letter dt 05.04.2023)

During inspection of NR store, Thomson Road, New Delhi, store related registers/books were inspected in March'2023. Considering the shortcomings observed, six systemic improvements were recommended (**Appendix-47**):

- All entries in DTRs, Gate Pass Book & Stock registers must be signed by Sr. Manager/ Store.
- Controlling Officer (JGM/NOC) should do store inspection in every quarter.
- Fragile material like OFC patch cords, TP units need to be handled and stored carefully.
- Unrepairable material needs to be scrapped and disposed as per policy. Respective TM's or HOD's should utilize power under SOP for repairing faulty material to avoid delay.
- Use of white fluid must be avoided. Any correction, if required should be done by single line cut. Sr. Manager/Store should sign on every correction.
- No loose or bare electric wire should be in store to avoid any fire incident.

48. Systemic Improvements related to Western Region (Letter dt 12.04.2023)

During Vigilance inspection of Andheri PoP, Churchgate PoP, Mumbai Central PoP, Equipment Room at Mahalaxmi and Western Region Mahalaxmi Store during 20-21st March 2023, following six systemic improvements were suggested considering the observation (**Appendix-48**):

- (i) All Records/Registers must be maintained according to Para 8 (records required to be maintained) of O&M Manual issued in November 2021 and

must be in the format as mentioned at Para 11(annexures) of O&M Manual issued in November 2021.

- (ii) Periodic check of PoPs as mentioned in Para 6 (Schedule of inspection) of O&M Manual must be done by Tier-I, Tier-II and Territory Manager.
- (iii) Scrapping of unrepairable/condemned material must be processed in timely/periodic manner to avoid stacking of unrepairable/condemned material.
- (iv) Drum containing Diesel must be kept outside the store premises to avoid unwarranted accident.
- (v) Periodic check of earthing in Equipment Rooms as mentioned in O&M Manual must be done regularly.
- (vi) A separate Fiber Termination Box (FTB)/FMS must be installed to facilitate leased fiber vendors to avoid confusion/misuse.

49. Systemic Improvements related to Eastern Region (Letter dt 13.04.2023)

As a part of CTE type of inspection, the work of “Solution for DWDM channel capacity augmentation as per the proposed traffic matrix, existing DWDM network configuration and fiber characteristics for the OFC based communication network of RailTel-Section 1” of Eastern Region was taken up for such inspections. After inspecting the relevant files, two system improvements were recommended (**Appendix-49**), namely, (i) The casual nature of TC members was noted while evaluating the tender. It is very unlikely that all the three members of TC inadvertently missed to mention “except M/s Tejas” while evaluating the Make in India provision. They may be cautioned that such errors do not occur in future, and (ii) Against the DOC was 28.02.2023, the progress of testing and commissioning was only 50% by 23.03.2023. The balance work is in progress. While there was urgency for delivery, up-gradation, and protection of links for which tender was awarded, there is no such urgency is visible in the execution and completion of the work. It is advised that the work may be completed at the earliest.

50. Systemic Improvements related to Northern Region (Letter dt 24.04.2023)

As a part of CTE type of inspection, the work of “Supply of Cards/Modules for Upgradation/Expansion of existing MPLS Router” of Northern Region was taken up for such inspections. After inspecting the relevant files, considering the shortcomings following, two systemic improvements (**Appendix-50**) were recommended, (i) The inspection of material is critical. Inspection should be properly done and should cover technical inspection of equipments as per specifications mentioned in tender document instead of physical verification. Payment should be released only after proper inspection certificate by Technical Executive, (ii) If urgency is recorded before procurement process, then installation and commissioning should

also be monitored accordingly. Since this work was taken up on urgent basis, it should have been completed as per the stipulated timelines. As on date, the work has not been completed so far. Therefore, it is desired that the above-mentioned work must be completed at the earliest, but not later than 30.05.2023.

51. Systemic Improvements related to Data Centre Gurgaon (Letter dt 28.04.2023)

As a part of the mandated regular periodic and surprise inspections as a preventive measure to enable higher levels of transparency and efficiency in organization, Data Centre, Gurgaon was inspected. Considering the observations noticed, four system improvements (**Appendix-51**) were recommended that, (i) All diesel tanks must be in the view/access of the camera installed, (ii) The locks of all diesel tanks should be fixed properly so that no miscreant can breach, (iii) The diesel consumption register must be filled with accuracy and to be maintained by RailTel regular employee, and (iv) The measurement of diesel in the auxiliary tank should be monitored with accurate device. Readings of main tank can be cross checked with the auxiliary tanks.

52. Systemic Improvements related to Western Region (Letter dt 16.05.2023)

During investigation of a complaint regarding the VHF Simplex tender floated in Western Region, it has been observed that the work has been awarded fully (100%) to L2 bidder as the firm was Class-I Local Supplier and had matched the L1 price as per the provisions of Make in India policy. The work whether divisible or indivisible has not been mentioned in the tender document. In absence of such provision, one can construe that work could be divisible. In such a scenario of divisible work, L2 Class-I Local Supplier could have got maximum of 50% of the work and the L1 bidder would have got 50% of the work. It was seen that neither the tender document had this provision of divisibility & indivisibility of work nor TC discussed this provision in the minutes of meeting. To avoid any ambiguity in future, one systemic improvement (**Appendix-52**) was recommended that “the provision of divisibility and indivisibility of work under the provisions of Make in India policy should be mentioned in the tender document.”

53. Systemic Improvements related to Northern Region (Letter dt 17.05.2023)

During inspection of Jaipur PoP, Assets, Battery Maintenance, OTDR, SOP registers etc. were inspected in May'2023. Considering the condemn/ unserviceable materials laying, one system improvement was recommended (**Appendix-53**) that “the released condemn/ unserviceable material to be disposed of as per RailTel scrap policy.”

54. Systemic Improvements related to Northern Region (Letter dt 12.07.2023)

During Vigilance Inspection of RailTel Equipment Room at Microwave Tower Ludhiana, certain systematic shortcomings were observed for which one systemic improvement (**Appendix-54**) was recommended that “the POP inspection should be done as per the latest O&M manual and all registers should be maintained accordingly.”

Chapter-2

Vigilance Department Inspections

2.1 Inspection at Bhubaneswar Territory during 3-5th December, 2022

CVO inspected Bhubaneswar (BBS) Territory from 3.12.2022 to 5.12.2022. He inspected Wi-fi, PoP Bhubaneswar Railway Station and VSS Central Monitoring System at East Coast Railway Zonal Headquarters on 3.12.2022. On 4.12.2022, he inspected Bhadrak Railway Station where 36 VSS camera have been installed by RailTel out of 40 sanctioned. Four couldn't be installed due to construction work going-on by the Railways in the station. He was given the understanding by the accompanied RailTel Executive that there has been demand survey in this station for additional cameras, and additional 20 cameras will be installed under VSS Nirbhaya Fund. On 5.12.2022 a presentation was made by Shri Sudhakar Behera, Addl.GM/TM/ Bhubaneswar regarding BBS Territory. The 13 sections under BBS/TM with 2500 Route KM and their respective maintenance team and section in-charge were shared. Summary of failure since April-22 till October-22 was discussed and it seems the failures are within controllable limits. Maintenance Block since April 2022 to October 2022 in all 13 sections under both the categories (rectification and diversion & other works) were also explained. ADVA degradation status and station wi-fi were also presented. VSS status and scrapping of unusable assets were also discussed. The break-up of new business added in 2022-23 to the extent of Rs. 150.07 crore and new proposals submitted in 2022-23 to the tune of Rs. 109.48 crore was shared by Addl. GM/TM/Bhubaneswar. The total revenue from existing business of Rs. 32.12 crore was discussed. The total outstanding of Rs. 4.67 crore which is primarily current year's outstanding was discussed. RailWire which was launched in 14th June 2014 in BBS/TM is having 387 ANPs with total active 30,013 subscribers. It seems this TM is contributing highest subscribers in the entire Eastern Region. The issues raised by Addl. GM/TM/ Bhubaneswar are the following:

- i. Shortage of manpower in TM/Bhubaneswar including one JGM level vacancy to be filled-up.
- ii. OTT to be available as an add-on for all plans with additional cost. This will help the user to choose the plans as per their interest and there will be no revenue loss.
- iii. GST reimbursement process for ANPs needs to be expedited.
- iv. Incentivizing the rural and urban ANPs.
- v. On-boarding of CSC with RailTel.

Some scraps were found in POP Bhubaneswar (two Chargers of 48 volt) and other scrap material including battery sets at office RailTel office space, Bhubaneswar. All the Regions and Corporate Office were informed during the 3-months campaign of Vigilance Awareness Week, 2022 to identify and dispose of the scrap material. It was felt that the instructions have not been

followed properly or not have been percolated to Territory level. However, Addl. GM available during the inspection was instructed to dispose of the scrap as quickly following due procedures.



Plantation at TM Office Bhubaneswar



Inspection at Bhadrak Railway Station

2.2 Inspection at Bhubaneswar Territory during 16-17th January, 2023

CVO during his Bhubaneswar (BBS) Territory inspection from 16.01.2023 to 17.01.2023, visited Cuttack Railway Station and Khurda Railway Station. The Wi-fi in both the stations were working in order. Cuttack PoP and Khurda PoP was also inspected along with Khurda VSS. The following observations are made;

- i. The AC cooling is poor in the Cuttack PoP. Since Odisha inclusive of Cuttack is very hot during summer, the prevailing cooling in winter may not be sufficient for summer. Therefore, in order to safety of equipments in PoP, necessary cooling may be augmented.
- ii. Since signature/ approval of permanent employees is required for different payments in RailTel, the shortage of manpower at Bhubaneswar Territory was highlighted. In addition to Addl. GM/ Bhubaneswar, there are 3 permanent employees in Bhubaneswar Territory, namely Shri Koteswar Rao, Dy. Manager at Vijay Nagar, Shri Bandaru Manohar, Sr. Manager at Bhubaneswar and Shri Pratik Harit, Manager at Sambalpur. Shortage of manpower at Bhubaneswar Territory is an issue which was mentioned in CVO's previous tour note as well.
- iii. Cable replacement is a concern at Bhubaneswar Territory. It was informed that out of 2500 RKM, there is a demand for replacement of approximately 900 RKM. Work order to the extent of 74 RKM was received in last financial year. Requirement for replacement of 184 RKM of OFC has been sent to Regional Office, Kolkata currently in this financial year. CVO felt that this requires detailed examination and needful action by concerned Department in RailTel.
- iv. DG Set of 15 KVA installed in 2006 at Cuttack and Jajpur under Bhubaneswar Territory requires replacement.

- v. Khurda PoP unlike most of the PoPs of RailTel is shared with RPF PoP. It is the same room where PoP of RPF and PoP of RailTel have been set up. There are two chargers in the PoP Khurda which were installed in 2009. Since, the two chargers have been more than 12 years compared to their normal life of 6-7 years, these need to be replaced.
- vi. Similarly, two batteries for back-up to the PoP were installed, one in 2009 and another in 2017. The battery installed in 2009 needs replacement and requisition for replacement of 2009 battery has been sent to the concerned.



Inspection at Cuttack POP

2.3 Inspection at Northern Region NOC, Thomson Road on 23 January, 2023

CVO along with Vigilance Team inspected NOC and Thomson Road PoP of Northern Region. During inspection, following observations were made:

SDH & DWDM NOC

- i. NMS of DWDM network of Infinera, Coriant, Adva, SDH (Tejas and Fibcom) was demonstrated by JGM/NOC/NR and explained the working of NOC. The procedure of sending email to customers from helpdesk regarding restoration of failures and escalation matrix, which shows the level of officials who can be contacted in case failure exceeds particular time period was explained.
- ii. JGM/NOC/NR explained the process of provisioning of circuits stating that Marketing Executives asks NOC for feasibility. After feasibility is ensured, marketing team takes the order from customer and assigns Process Card in ERP to NOC as well as to field. Based on process card issued to NOC, provisioning is done in NMS by NOC Executives.
- iii. CVO advised for regular reconciliation of working circuits with Finance to ensure no possibility of revenue leakage. JGM/NOC/NR and Addl. GM & TM /Delhi NCR informed that reconciliation is being done regularly.

MPLS NOC

- 1. DGM/MPLS NOC/NR explained working of MPLS NOC and elaborated

Router and switch Circuits, Ring network and failure mechanism and monitoring dashboard.

2. Faulty Switches in approx. 20 Nos. were placed in haphazard manner in MPLS NOC. CVO instructed that Faulty switches must be placed in proper manner and record of faulty switches should be maintained properly.
3. Working of VSS and Wi-fi were also explained.

DG Sets

1. 2 DG sets for power back up for NOC & Thomson Road PoP.
2. The diesel reservoir for the above DG sets has capacity of 1000 litres.
3. Diesel reservoir is premises is under CCTV surveillance.
4. JGM/NOC/NR explained CVO and the Vigilance Team about the working of DG sets with procedure of their periodic check and maintenance.

Thomson Road PoP Equipment Room

1. JGM/NOC/NR explained the Network and Circuits running from Thomson Road PoP.
2. It was observed that maintenance of Cabling and dressing of patch chords in PoP is in very meshy & shabby condition (Photo attached). CVO instructed that Cabling and Patch chords in PoP must be properly dressed and tagged with name of route or circuit etc.

2.4 Inspection Note of Mumbai on inspection dated 20 & 21 March, 2023

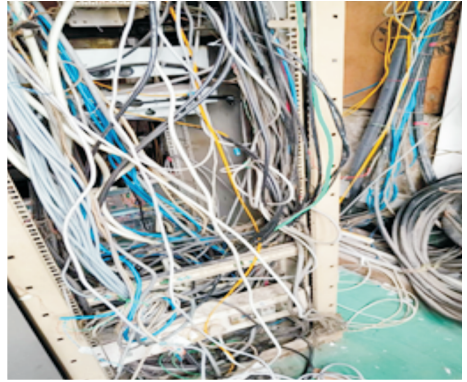
Dy. GM/Vigilance and Sr. Manager/Vigilance-I inspected Andheri PoP, Churchgate PoP, Mumbai Central PoP, Equipment Room at Mahalaxmi and Western Region store at Mahalaxmi on 20.03.2023 and 21.03.2023. During inspection, following observations were made;

Andheri, Churchgate and Mumbai Central PoP

- i. No Periodical check of PoP as mentioned in O&M Manual is being done by Tier-I, Tier-II and Territory Manager.
- ii. Record/Registers are not being maintained as instructed in O&M Manual.
- iii. One Maintenance Book (Some xerox blank pages stapled) is being used in name of record management of PoP which is highly unmanaged. Without taking proper reading, random entries are made in the loose papers about equipment, OFC, battery and charger. These are not entered in the registers. Signature of Shri Ved Tiwari, Sr. Manager/O&M/Andheri (Section In-charge) is found only at few places in maintenance book.
- iv. PoPs are found in very unmanaged condition and purpose of appointing SSE/Tele of same Railway section on deputation is observed to be defeating as condition of PoP was in worst.
- v. During Fiber utilization check at Andheri PoP, it is found that two Fiber Optic Joint Enclosure Box with OFC Splicing Tray (Tiffin Type) was seen unused with fiber and patch cord connected to it while customers were already surrendered. There is every doubt of suspicious activity of fiber unauthorized leasing or misuse. The unused Fiber Optic Joint Enclosure Box with OFC

Splicing Tray must be removed.

- vi. Rack mounted Fans in equipment rack are not working at Andheri PoP and Churchgate PoP since long time and same is available in Mahalaxmi store but due to lack ownership of section in-charge, it is not being replaced.



Pictures of Churchgate POP



Picture of Andheri POP



Picture of Mumbai Central POP

Mahalaxmi Store

- i. Tally Book entries were randomly checked and found in order.
- ii. Scrapping of unrepairable/condemned material of Group-A type was done in September 2021 and unrepairable/condemned material of Group-B material is in process on file. Scrapping of unrepairable/condemned material must be processed in timely/periodical manner to avoid stacking of unrepairable/condemned material.
- iii. Two filled 100 Litre diesel drums are found inside store. The filled Diesel drums must be kept outside store because it may cause unwarranted accident.

Mahalaxmi Equipment Room

Earthing done at Mahalaxmi Equipment Room is not being checked periodically. Periodical check of earthing in Equipment Rooms as mentioned in O&M Manual must be done periodically.

Based on above observations following actions are proposed:

- a. Following System Improvements are proposed:
 - (i) All Records/Registers must be maintained according to Para 8 (records required to be maintained) of O&M Manual issued in November 2021 and must be in the format as mentioned at Para 11(annexures) of O&M Manual issued in November 2021.
 - (ii) Periodical check of PoPs as mentioned in O&M Manual must be done by Tier-I, Tier-II and Territory Manager.
 - (iii) Scrapping of unrepairable/condemned material must be processed in timely/periodic manner to avoid stacking of unrepairable/condemned material.
 - (iv) Drum containing Diesel must be kept outside the store premises to avoid unwarranted accident.
 - (v) Periodical check of earthing in Equipment Rooms as mentioned in O&M Manual must be done periodically.
 - (vi) A separate Fiber Termination Box (FTB)/FMS must be installed to facilitate leased fiber vendors to avoid confusion/misuse.

- b. The maintenance registers as per O&M Manual are not maintained at PoPs of Andheri, Churchgate and Mumbai Central. The loose stapled papers with few random entries about equipments, OFC, battery and charger which is the responsibility of Sh. Ved Tiwari (Sr. Manager/O&M/Andheri), has not been maintained as per the O&M Manual. Periodic checks of Andheri, Churchgate and Mumbai Central PoPs have not been done. Despite availability of Rack mounted Fans in Mahalaxmi store, the faulty Rack mounted Fans at PoPs are not being replaced. Also, there is unused Fiber Optic Joint Enclosure Box with OFC Splicing Tray (Tiffin Type) with fiber and patch cord connected to it. This raises doubt of suspicious activity of fiber unauthorized leasing or misuse. From above findings, it is clear that there is complete dereliction of duties by Sh. Ved Tiwari (Sr. Manager/O&M/Andheri). Therefore, it is recommended that departmental action may be taken against Sh. Ved Tiwari (Sr. Manager/O&M/Andheri).

2.5 Inspection at Dausa and Jaipur, Northern Region on 30.4.2023 & 1.5.2023

At Dausa and Jaipur under GM/Jaipur, Northern Region the following inspections were done:

1. Inspection of VSS at Dausa Railway station: 31 cameras (28 fixed & 3 PTZ cameras) are installed at Dausa Railway station and being monitored on two 55" LED Monitors at RPF Chowki, Dausa. All cameras found in working order.

2. Inspection of RailTel PoP at Dausa Railway station: The various equipment like Tejas STM-16, Fibcom STM-64, DWDM Infinera, MDWDM ADVA, Switches etc. are installed as per Asset Register. Two Battery chargers 48 V/75 Amps (Make Amar Raja) and two battery sets of 48 V/300 AH (Make Exide, HBL) are installed.
3. Inspection of Wi-Fi at Dausa Railway station: Two Wi-Fi antennas are provided at Platform No. 1 of station (Make Ruckus Model T310c). W-Fi was found to be in working order. It was provided by Tata Group as its CSR.
4. Inspection of RailTel PoP at Jaipur: The various equipments like Tejas STM-16, Fibcom STM-64, DWDM Infinera, MDWDM ADVA, Juniper MX-480, Switches etc. are installed as per Asset Register in 15 racks. Two Battery chargers 48 V/450 Amps (Make Exicom) and two battery sets of 48 V/1000 AH (Make Exide, HBL) are installed.
5. Inspection of SOP register at office of GM/Jaipur: Entries are properly documented under various heads like W 1.1, W 2.2, W 3.1 (a), W 3.4, O 1.1 (b), O 1.1 (c), O 1.2 (a) etc. Powers to GM per case and annual limit are defined on top of entry page. E-office file number linked to expenditure is mentioned against each entry. Signature of authorized person are there against each entry.
6. Some condemned materials were lying in the premises. Therefore, as a part of system improvement, it was recommended that "The released condemn/unserviceable material to be disposed of as per RailTel scrap policy". Compliance report has been sought from Northern Region (GM/Jaipur) within three months.

2.6 Inspection Notes during visit to Varanasi and Prayagraj during 8-9th June 2023

Dy. GM/Vigilance and Sr Manager/Vigilance-I inspected Varanasi and Prayagraj PoPs and Railway stations on 08.06.2023 and 09.06.2023 respectively. At Varanasi inspected Varanasi RailTel PoP, Microwave tower and Wi-Fi at Varanasi Junction Railway Station, Varanasi City Railway Station and Banaras Railway Station. At Prayagraj Territory office inspected Prayagraj RailTel PoP, Microwave tower and Wi-Fi at Prayagraj Junction Railway Station. At Varanasi, inspected Varanasi PoP and Wi-Fi at Varanasi Junction Railway Station, Varanasi City Railway Station and Banaras Railway Station. During inspection, following observations were made:

a) Varanasi Junction Railway Station Wi-Fi inspection

- i. Total No of Access Switch -17. Out of which 8 Access Switches are Up at the time of inspection.
- ii. Total No of Access Points (APs) -45. Out of which 20 Nos. of AP are Up at the time of inspection.
- iii. Total No of Fiber Switch -04 and all are Up at the time of inspection.
- iv. Access Switches and Access Points are down due to Major Construction and Renovation work at platforms and Railway station by Railway Construction Department and RITES Limited. Most of the

platforms and sheds were completely dismantled due to renovation and reconstruction work. Estimate has been given to Railway by RailTel for shifting and reinstallation of Wi-Fi Network.

- v. Speed Test was carried out and found satisfactory.

b) Varanasi City Railway Station Wi-Fi inspection

- i. All Access Points (4) and Access Switch (1) are Up.
- ii. All Switches are in working condition.
- iii. Speed Test was carried out and found satisfactory.

c) Banaras Railway Station Wi-Fi inspection

- i. All Access Points (4), Fiber Switch (1) and Access Switch (1) are Up.
- ii. All Switches are in working condition.
- iii. Speed Test was carried out and found satisfactory.

d) Varanasi PoP inspection

- i. Varanasi PoP is properly maintained. Cabling and Patch chords in PoP is properly dressed and tagged with name of route or circuit.
- ii. All record/Registers of PoP are properly maintained.

e) Microwave Tower at Varanasi

- i. Microwave Tower at Varanasi is properly maintained.
- ii. Tower Register is properly maintained.

At Prayagraj, inspected Prayagraj PoP and Wi-Fi at Prayagraj Junction Railway Station. During inspection, following observations were made:

a) Prayagraj Junction Railway Station Wi-Fi inspection

- i. Total No of Access Switch -34. Out of which 25 Access Switches are Up at the time of inspection.
- ii. Total No of Access Points (APs) -67. Out of which 52 APs are Up at the time of inspection.
- iii. Total No of Fiber Switch -06. Out of which 05 Fiber switches are Up at the time of inspection.
- iv. The Fiber Switch, Access Switches and Access Points which were down, is due to major construction and renovation work at platforms and Railway station by Railway Engineering Department.
- v. Speed Test was carried out and found satisfactory.

b) Prayagraj PoP inspection

- i. Prayagraj PoP is properly maintained. Cabling and Patch chords in PoP is properly dressed and tagged with name of route or circuit.
- ii. All record/Registers of PoP are properly maintained.

c) Microwave Tower at Prayagraj

- i. Microwave Tower at Prayagraj is properly maintained.
- ii. Tower Register is properly maintained.



Inspection at Varanasi POP



Inspection of Prayagraj Station VSS

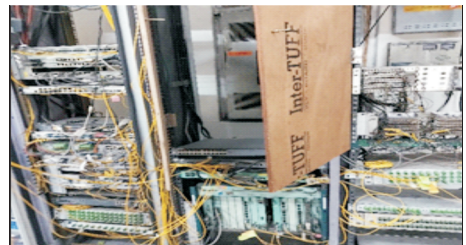
2.7 Inspection at Ludhiana and Amritsar during 15-17th June 2023

Sr Manager/Vigilance-II inspected Ludhiana and Amritsar PoP and Railway stations from 15.06.2023 to 17.06.2023. During the inspection at Ludhiana the following observations were made:

- i. 35 Access Points, 16 Access Switch, 4 Fiber Switch and 4 UPS installed at Ludhiana Railway Station.
- ii. Inventory list is available with the Section in charge.
- iii. Condition of Room was very poor, seepage issues were seen at the roof. The patch cords were not routed properly and placed in shabby manner. It may cause losses due to bends in the patch cords. No labelling was seen on the patch cords.
- iv. Dust was accumulated on the equipment which shows that nobody has conducted O&M inspection for past few months which is also reflecting in the inspection registers available. Also, entries in the register were having so many corrections which shows that these were not seen by concerned Senior Manager & TM.
- v. Registers were available at RailTel Ludhiana POP located in Microwave Building. Records were not maintained as per the O&M manual.
- vi. The entries in the register were having so many corrections/over writing which shows that these were not seen by next level officer.



Inspection at Ludhiana POP



VSS of Phillaur Railway station where 8 Cameras were installed were in

working condition. Feed of these camera were dropped at Ludhiana Railway Station as desired by RPF officials due to their RPF staff shortage at Phillaur Railway Station. Two LED/LCD screens were installed in the RPF control room which were utilized for monitoring of 8 cameras, 1 server switch, 1 CPU, 1 monitor display, 1 UPS 1KW, 1 UPS 10KW Set of 20 battery (Exide 12 V) at Ludhiana.

During inspection at Amritsar Railway Station RailTel PoP, VSS and Wi-Fi were inspected and the following observations were made:

- i. Equipment Room was fine and properly maintained. The patch cords were dressed up properly and labelling was done on them.
- ii. Route diagram was prepared so that any failure can be rectified in the shortest time. Network diagram was also prepared for ease of understanding of the staff available.
- iii. Stock register for issuing the Duct/HDPE, OFC to team for rectifications of cuts and maintenance was prepared and properly maintained.

Kathunangal Railway Station which is around 15 km from Amritsar was inspected. The Railway Project work (Signaling and Civil work) was under progress.



Inspection at Kathunangal Railway Station

2.8 Vigilance Team inspection at Hyderabad from 07.07.2023 to 11.07.2023

CVO along with Vigilance team visited Hyderabad for inspection. Inspection was carried out at Southern Region Regional Office at Hyderabad and Store & Data Center at Secunderabad. Shri K Manohar Raja, Executive Director/ Southern Region had made the brief presentation covering following points:

- **General Overview:** Southern Region which had a turnover of Rs. 395 Crore in 2021-22, made a turnover of Rs. 536 Crore in 2022-23 and they are projecting for a turnover of Rs. 1126 Crore in 2023-24. It was shared that income from other projects segment (including projects through Business Associates) was highest among all other income streams. RailWire as a snapshot for Qtr -1 of 2023-24 in SR was 2,50,452 customers.
- **Data Center Operation:** ED/SR informed CVO that Data Center

Secunderabad is located in seismic zone-II. This Data Center is Tier-III certified DC by Uptime institute, USA and has 100 rack Space with dual active power supply of 11 KVA. There are multiple capacity racks (5 KW, 7.5 KW, 10 KW and 15 KW) in DC. Various DC services including cloud services, infrastructure management services, security services and professional support services are being offered to Government organizations, Banks, private organizations and Telcos.

- **Ongoing works/projects:** Various ongoing works & projects are under progress in Southern Region like SWR (IP-MPLS, VSS, VOIP), Indian Bank, NMDC infra project, CDAC, Pondicherry Smart City, BMRCL and TASMAC.
- **Tenders (finalized/discharged) during the last 2 years:** Southern Region briefed about number of tenders finalized, discharged and cancelled. It was shared that maximum number of discharged tenders are of AMC tenders. This is primarily due to participation of single firm in maximum sections with lowest offer.

- **Systemic Improvements: It was shared that**
 - Southern Region has developed the Bill Tracking System (BTS) in ERP for monitoring timely clearance of vendor bills and it is under implementation. CVO desired to know whether it can be implemented in other Regions including CO since system is in place. ED/SR acknowledged in affirmation.
 - Southern Region is under process of development of stores depot asset management module.
 - Longer O&M sections in Southern Region are rationalized to 150-200 KM.
 - Maintenance of DG sets & AC units are removed from scope of AMC tender. This has facilitated undue payments to the contractor for not maintaining the DG sets and AC units.
 - In Southern Region, limitation on awarding number of AMC sections to any vendor has been rationalized enabling RailTel not to depend on single vendor.
 - Periodical surprise check through VC is being conducted for ensuring availability of men, machines & materials of vendors.
 - In Southern Region, no bills are being passed against expired BGs.

During the visit to Data Center located at Rail Nilayam Secunderabad the following observations were made:

- Telecom Network Room at Data Center was inspected and Cabling and dressing of patch chords are found in proper condition.
- Server Room was inspected and found in very good condition.
- UPS and Battery Bank Room was also checked and CVO inquired about periodical maintenance of batteries and it was informed that batteries are periodically checked and maintained accordingly.
- Tele Presence NOC was inspected and found in very good condition.
- Data Center has dual active power supply of 11 KVA to ensure services to customer uninterrupted (from two express feeders- Tarnaka & Bhoiguda Railway Substations).

- 4 DG sets and Battery Banks are deployed for power back up. Two main Diesel reservoir tanks available which is further connected to 4 external Diesel tanks for supplying diesel to 4 DG sets, are also checked and found in order.

During Store inspection situated at Rail Nilayam Secunderabad, the following observations were made:

- DMTR (Daily Material Transaction Record) Register were randomly checked and found in order.
- Stock Register of OFC & Duct were checked and found in order.
- Stock Register of SDH equipments were checked and found in order.
- Stock Register of MPLS equipments were checked and found in order.

In addition, few records like Tender Register, SOP/Fund Register, Imprest details from Regional Office were also collected for routine inspection.



Presentation by ED/SR



Visit at Data Center Secunderabad

2.9 Inspection at Chandigarh and Ambala during 19-20th July 2023

CVO accompanied by Sh. Ravi Shankar Goriyan, DGM/Vigilance and Sh. Gaurav Piplani, Sr. Manager/Vigilance-II visited Chandigarh during 19-20th July 2023. During the visit, the team inspected the Territory Office at Chandigarh, RailTel POP Chandigarh, Hartron Project Office, and RailTel Ambala POP at Ambala Cantt Microwave Premises.

During the inspection at Chandigarh, TM/Chandigarh and his team were present and explained about the execution of works, achievements, targets through a detailed presentation to Vigilance team.

- It was mentioned that Chandigarh Territory contributed highest revenue so far as Railwire is concerned in Northern Region.
- The laying of OFC cable (48 Fibre) is in progress for the customer Abhinav Bindra Farms. Once the cable is laid in this area, it opens window for exploring new business in this vicinity.
- In Chandigarh Territory, the annual value of new business PO received in the last 12 months is Rs.14.5 Cr.

- iv. During FY 2022-23, 4 tenders worth of Rs.5.78 Cr have been won by Chandigarh Territory.

During Chandigarh POP inspection, following were observed:

- i. It was also noted that inventory list, registers were available with the Section in charge.
- ii. Equipment room was maintained well. The patch cords were dressed up properly and labelling was done on them.
- iii. CDG microwave premises was found neat & clean and maintained properly. Date of installation was also mentioned on all equipment.

The team visited Hartron Project Office at Mini Secretariat Chandigarh on 19.07.2023. Sh. Satkar Singh Sandhu, DGM/Hartron Project/CDG and his team after welcoming the Vigilance team gave a brief presentation about Hartron Project. It was informed that Haryana State Headquarters, all District Headquarters, 120 Blocks have been provided the assistance in Networking Services, Data Center Services. Under the Hartron services, RailTel is managing a NOC which operates 24*7. The manpower assistance for maintaining the NOC and service at the bottom level (Block HQ and Horizontal sites) of around 150 are provided under the project. Some of the highlights worth-mentioning of this project are as follows:

- i. 100% Uptime achieved in maintaining the Haryana SDC by RailTel.
- ii. 100% success rate for conducting video conferences. More than 4000+ high level VCs have been conducted so far.
- iii. RailTel developed Open Source NMS for HSWAN and HSDC for better monitoring of network.
- iv. Successful development of Dashboard for Haryana Police.

It was also informed that due to RailTel being MSP of HSWAN, RailTel got few other works from Hartron on nomination basis. Further, the credential of working in Hartron is being used in other State Data Centre RFP/Tender.

Vigilance team, on 20.07.2023 visited Ambala and inspected Ambala RailTel POP. During inspection, following were observed:

- i. Equipment & Battery Room was found clean and date of installation was mentioned on the equipment.
- ii. OFC Route diagram was prepared for rectification of any failure in the shortest time. Network diagrams were also prepared for ease of understanding of the staff available.
- iii. Stock register for issuing the material (i.e., HDPE Duct, OFC, equipment etc.) to team was prepared and properly maintained.
- iv. Some patch cords were not dressed up properly inside the equipment room and it was seen that unused patch cords were also hanging along with the live patch cord.
- v. At Microwave tower, the cables were laid on the cable tray in shabby manner such that it was difficult to identify the working and dummy cables.

- vi. It was seen that Alcatel equipment was utilizing for the purpose of a booster in the network which is of very large size (20U) and consuming more space & power.
- vii. It was informed that since 2019 server rack was installed inside the equipment room in which only 2U device was installed which may be shifted elsewhere to optimize the room and rack space.
- viii. Some scrap items (battery, chargers, battery rack etc.) were kept outside the equipment room.



Inspection at Chandigarh PoP



Inspection at Ambala PoP

2.10 Inspection at Ahmedabad Territory during visit to IIMA from 4-9th September 2023

As a part of mid-career development, M/o Statistics & Programme Implementation- cadre control authority nominated CVO to attend one week training on Leadership and Strategic Management from 4-8 September 2023. On 7th September 2023 after IIMA classes, Dr Sharad Sharma, GM, Ahmedabad accompanied CVO to Gandhigram Railway. Since PoP Gandhigram had no toilet and staffs including women employees were having tough time, the toilet has been constructed with lot of efforts. On the request of GM, Ahmedabad there was inauguration of a newly built toilet. Further, PoP Gandhigram was inspected. As a sample, some registers were picked and found being maintained. There were some scraps which were covered near store stair-case. CVO was told that Committee for disposal of scrap has been nominated and same will be auctioned shortly. The equipments installed were Tejas STM-64, ADVA MDWDM, CORIAN, Juniper Router, DLINK SWITCH, EDGE CORE SWITCH and two Battery chargers and DG Kirloskar were in order. The fire alarm system though found in the PoP, it was not in the working condition. Overall, the ambience of the PoP was very good and it was well maintained.

On 8.09.2023 after concluding of mid-career training, CVO proceeded to Kevadia, Gujarat. On 9.09.2023 Ekta Nagar PoP at Kevadia, Gujarat was inspected in presence of TM Ahmedabad Dr Sharad Sharma, GM/RailTel, Shri

Sachin Yadav, Chief Manager/RailTel/Vadodara, Shri Keshav Kumar, ADSTE/Vadodara/Indian Railway and others. After the newly built Railway Station in 2021, the equipments were installed in the room along with equipments of Indian Railways. The equipments in the machine were well-maintained.



Inspection at Gandhigram PoP



Inspection at Kevadia PoP

2.11 Inspection at Kalka PoP, Chandigarh Territory during 13-14th September 2023

CVO inspected RailTel PoP at Kalka Railway Station. The RailTel PoP equipments were installed in the Railway premises/ room where equipments of Railway were also installed. The equipments were maintained properly. As a sample some registers were picked and it was found that they are being maintained properly. Overall, the ambience of the PoP was very good. Wi-fi was also checked in the Kalka Railway Station. It was found that though for new users it was taking little time, but was working smoothly.



Inspection at Kalka Station PoP



2.12 Inspection at Bangalore Territory during 19-21st September 2023

CVO inspected Bangalore Territory during 19-21st September 2023 where

Territory Manager gave an overview of the territory. He mentioned that Bangalore territory covers whole of Karnataka State and complete jurisdiction of South Western Railways. He briefed the CVO the following in detail;

1. **O&M** : CVO was briefed that the total OFC route in SBC is 3694 KM. There are 20 AMC sections spanning across the territory covering all the 3 divisions of South Western Railways, namely Hubli, Bangalore and Mysore respectively. It was told that the Bangalore section is vulnerable due to plethora of activities by Railways. Additional staff has been relocated from adjacent sections and patrollers have been increased by AMC team for efficient monitoring of the section and activities to prevent OFC cuts by Railway departments.
2. **Projects:**
 - a) **Tunnel communication between Castlerock and Kulem stations of SWR:** There are 16 tunnels with 50 meters (min) to 410 meters (max) of length. RailTel has to provide VHF simplex, Locotroll, GSM-R and LTE-R services for Railways in these tunnels. Cost of the project is Rs. 12.20 crore. Supply of material has been completed; work is halted by Railways due to monsoon in this section.
 - b) **Converged Network for SWR:** RailTel has won this tender on open bid by SWR. The project comprises of VSS at 228 Stations, TCCS and SIP for 332 stations on IP-MPLS Network. Project cost is Rs. 113 crores. Physical progress has been 60% complete and financial progress is 35%. Supply of Cameras is delayed due to STQC certification. M/s Matrix has completed STQC for 3 types of cameras and 4th (PTZ) is pending.
 - c) **BMRCCL:** Replacement of existing network with IP-MPLS devices. There are 64 stations and 3 depots to be commissioned. Supply of material has been completed and work is expected to be completed by October 2023.
 - d) **CDAC- NATGRID project:** Cost of the project is Rs. 287 crore, Scope is "Supply, Installation, Integration, Testing & Commissioning of IT equipment at New Delhi and Bengaluru along with Training & Support for C-DAC (NATGRID Project). Physical progress has been 59%.

* * *

Chapter-3 DOs and DON'Ts

Disclaimer

This booklet of DOs / DON'Ts is only indicative and is by no means exhaustive nor is it intended to be a substitute for rules, procedures and existing instructions / guidelines of various authorities on the subject. The provisions herein should be read both individually and in conjunction with other relevant rules / procedures / guidelines, policy circulars for proper appreciation of the issue involved. The publication is intended for awareness purpose only and should not be quoted as authority in any official reference or produced in any court of law.



DOs - General

- 1) Every employee of the company is expected to follow/adhere to the extant Guidelines, Rules, Procedures, Circulars, SOPs etc. in force for judicious discharge of their duties in a fair, transparent and dispassionate manner.
- 2) While taking decisions maintain contemporary records. Anything explained later on may be treated as afterthought, with the intention to cover up the issue.
- 3) Continuously review and update the existing rules and procedure, with respect to work requirement and changing environment so that rules remain relevant and adherence is practicable.
- 4) Use of discretion should be rare, judicious with recorded rationale. In the event of deviation from the laid down rules/procedure, record the deviation along with reason thereof and take approval of competent authority, as per Schedule of Power.
- 5) The non-redressal of grievances leads to dissatisfaction, often resulting in complaints. Hence, to nip the problem in the bud, pay prompt attention to all grievances at workplace irrespective of the source.
- 6) The record note of the discussions/minutes of the meeting should be prepared immediately, when the discussions are fresh in memory, lest the point discussed are missed out or get distorted. While signing, write name, designation and date of signature.
- 7) Conduct surprise checks in your area, to ensure adherence to laid down procedures, in a transparent and fair manner.
- 8) Monitor the receipt and disposal of Files/Bills received from other department/agencies to avoid undue delays.
- 9) An approving/sanctioning authority should have his/her own shortlist of points like Schedule of Power (SOP), availability of budget, extant rules and procedure, etc., which should be checked before granting sanction/approval.

DOs – Contract Management (Pre-Award Stage)

- 1) Following pre-requisites of any tendering process have to be well determined:
 - i. Executive should mention detailed justification and reasons in initial proposal/ note for required service/items.
 - ii. The Executive should meticulously mention quality, quantity (Stock / Pending / Requirement), specifications without ambiguity, delivery schedule, diversion of quantity (if any), performance parameters/acceptance criteria, LD, Safety and Penalty Clause etc. include check list for new items/jobs.
 - iii. Tender documents should be clear, specific and self-contained.
 - iv. Rule out any contradiction inter se in the clauses with the other documents attached with tender like General Conditions of Contract (GCC), Special conditions of Contract (SCC) etc. provide precedence / priority if required.
- 2) Estimate should always be supported by calculations, necessary and relevant data so that the genuineness of the quotations can be examined appropriately. The tax liability with GST Input Tax Credit should also be spelt out.
- 3) While preparing the estimate, Standard/Schedule Rates should be used. Where the same is not available, a proper analysis/reasoning for adopting a particular rate/value may be indicated.
- 4) As far as possible, International or Indian Standards may be used for specifications and otherwise specifications should be clearly stipulated in an unambiguous manner. Any self-made specifications, where general specifications exist be interpreted as favour to the particular party, from whom it has been borrowed/adopted.
- 5) The payment terms mentioned in the Contract/Purchase Order should be unequivocal and unambiguous. The documents required to be submitted along with bills should be indicated clearly.
- 6) Adequate publicity of tenders is to be ensured and post them on the website as per the laid down procedures.
- 7) In the Open NIT/Tender document, the Qualifying/Eligibility Criteria should be mentioned clearly without ambiguity. Eligibility criteria Should be:
 - i. Specific & quantifiable.
 - ii. Should neither be too restrictive nor too Lax.
 - iii. Work experience requirement should be reasonably well defined.
 - iv. Cut-off date of experience in terms of number of years to be fixed realistically.
 - v. Not to be linked to criteria which cannot be measured & pose difficulty in evaluation.
 - vi. To avoid conditions which inhibit competition.
 - vii. Documentary supports required against each criterion should be well defined.
- 8) Evaluation of bids/offers shall be done exactly as per the specified criteria based on documents submitted. Personal information or gut feeling etc.

- should never be the basis for decision for qualifying or rejecting a party.
- 9) All Open/Global Tender Notices shall be published on RailTel website and get reflected/published on Central Public Procurement (CPP) portal as well as Govt. e-Marketplace (GeM) portal and any other portal (if required) as per extant guidelines. Addendum/Corrigendum/Extension of Bid Submission/Bid Opening Date if any shall also be published on the above-mentioned sites.
 - 10) In case the date of submission of the tender is extended, corresponding extension should also be given in the period of sale of tender paper and should be notified through the same media in the same manner as NIT.
 - 11) The tenders should be opened at the appointed date, time and place in the presence of Contract Awarding Agency/Finance Executive and Bidders who choose to be present.
 - 12) The processing of the tender and decision to be taken should be communicated to the party within the validity period of the offer.
 - 13) A reasonable time is to be fixed for the bids to remain valid while issuing tender enquiries keeping in view the following points so that finalization of tender within the stipulated original validity is ensured:
 - i. The complexity of the tender.
 - ii. Time required for processing the tender.
 - iii. Seeking approval of the competent authority etc.
 - 14) Ensure that during price negotiations, price & other points having bearing on the price only shall be discussed. Changes in the already decided techno-commercial terms shall not be allowed and no increase in price is permitted.

DOs – Contract Management (Post-Award Stage)

- 1) Once a contract is awarded, it is the responsibility of the Executing Authority to be conversant with the conditions/Payment Terms as per PO.
- 2) A check list should be prepared for ensuring timely performance of reciprocal obligation in the contract indicating the time schedule and responsible person/party. Check List should also mention Documents which are required to be submitted along with Invoice in case of Supply/Service, separately.
- 3) While accepting Bank Guarantee etc., ensure its completeness as per prescribed Format and its genuineness shall be ensured as per the laid down guidelines.
- 4) Deviation from agreed Terms & Conditions to be rare. However, due to exigency (if any), proposal for the same should be submitted at the earliest to the competent authority for approval, along with the reason(s) thereof and efforts should be made to minimize financial implication due to deviation(s).
- 5) The measurement book (wherever applicable) should be written and updated religiously and regularly preferably Day wise/Item wise.
- 6) The payment should be made on first come first served basis normally and if any discrepancy/observation in Bill/Invoice is noticed, necessary action shall be taken by Finance Department.
- 7) Shortfall in performance and delay in execution etc. on the part of contractor should be informed to him in writing with applicable Penalty/LD as per PO,

and the same shall be recorded while issuing completion certification.

- 8) Timely Refund of EMD/Un-Opened Price Bids of un-successful/un-suitable bidders must be ensured.



DON'Ts – Contract Management (Pre-Award Stage)

- 1) Do not exceed the financial or administrative power vested upon you while approving a proposal. In case the power lies with your superior authority, submit the file with your recommendations.
- 2) Do not split a work just in order to accommodate powers within the SOP prescribed.
- 3) Do not make/incorporate ambiguous specification which may lead to subjective interpretation.
- 4) Only sealed cover quotation to be entertained. Do not consider the tender submitted beyond scheduled time. Such tenders have to be dealt with as per the rules.
- 5) Do not entertain unsolicited letter/offers during the processing of the tender.
- 6) Avoid processing a single tender in response to a LTE except in very exceptional cases, that too with recorded reasons for doing so and with the approval of competent authority.
- 7) Do not allow execution of work to start without proper Sanction (If required). Even in case of emergency, verbal approval should be obtained and the note may be processed concurrently.
- 8) While deciding the time for execution of a contract, normal condition should be taken into consideration. Providing un-workable time and later on granting extension for its execution should be avoided. It gives rise to issues of LD besides opportunity to others to lodge complaints.
- 9) Do not keep conflicting conditions in the tender. Be careful as sometimes an erroneous, irrelevant and/or conflicting condition may result in disadvantage of the company.

DON'Ts – Contract Management (Post-Award Stage)

- 1) The contract is to be executed within the Work Order/PO Value. Do not operate extra items unless it becomes absolutely unavoidable. An Amendment of the same may be issued for and fund/budget availability may also be ensured.
- 2) Do not fail to draw up a check list for achieving each milestone of the contract and identify and fix responsibilities for timely fulfillment of contractual obligations.
- 3) Do not accept the Running Bills, which have not been signed by the contractor or their authorized representative or presented without performance documents.
- 4) After award of the contract, avoid any changes in the terms and conditions like modification of payment terms, etc. which have financial implications and may be construed as undue benefits to the Contractor/Supplier.

- 5) Do not grant extension merely on the request of the contractor. The extension should be granted only for valid reasons with the approval of Competent Authority, duly recorded in the file.

Preventive Vigilance Good Practices

- 1) Have adequate knowledge of applicable rules & procedure.
- 2) Be aware of own job responsibilities & significance.
- 3) Create contemporary records.
- 4) Rational estimation and similar work definition for Open/Global Tender.
- 5) Rational estimation and selection of vendors for Limited Tender.
- 6) Highlighting changes vis-à-vis previous procurement cycle of service/item.
- 7) Write speaking/reasoned notes/orders.
- 8) Optimize the terms & Conditions of tenders.
- 9) Ensure compliance to contractual provisions.
- 10) Conduct surprise checks in own areas.
- 11) Take decision with prudence.
- 12) Ensure integrity & devotion to duty, of subordinate also.
- 13) Create SOPs and checklists for standardized jobs.
- 14) Weed out obsolete systems/procedures.
- 15) Use discretion judiciously & record deviation, take approval of Competent Authority.
- 16) Pay prompt attention to Grievances/Complaints.
- 17) Monitor delays and disposal of files/bills/documents from your department.
- 18) Be accountable for your own decisions.



Chapter-4 Article and Poem

Vigilance is the price of the Democracy

*Viren Bhagwan Wadhel
Field Engineer/Ahmedabad Territory*

Democracy is our shared road to prosperity, as we, the people of India, agreed upon after independence. Our democracy, as it is now, is faced with perils not only from the outside but also from within, through its constituents. The threats to our democracy are concealed and hidden within the societal structures we have constructed. We are the creators of these structures. Thus, as Thomas Jefferson said, "Eternal vigilance is the price of democracy" holds more significance today than ever before.

Being vigilant is a challenging task requiring an alert civil society and the active participation of the entire citizenry. To become vigilant, one must be fearless and always question those in power, those who hold authority, and most importantly, oneself. The subtle manoeuvrers of those in power can only be discerned by a mind that is both aware and questioning. Constant vigilance is similar to a negative feedback system. The people are observing, and those who represent them must act accordingly. Vigilant citizens create a vibrant and genuine democracy, which ensures prosperity benefits reach every individual. Our utmost vigilance is necessary to combat corruption, hate crimes, cyber threats, and the effects of climate change.

Climate change poses an imminent threat to India, with millions of people living in ecologically vulnerable areas. The poor, who are more vulnerable to the effects of mass migration caused by floods or droughts, will feel its impact disproportionately. Such movements can severely affect the functioning of democracy. Socially and economically vulnerable people are more susceptible to a populist political agenda, making it important for vigilant citizens to play an active role in combating climate change and its harmful effects.

First and foremost, as responsible citizens, we must reflect on our lifestyle choices. It is important to avoid extravagance and flamboyance as we climb the social ladder. The West has shown us that a consumption-based lifestyle is a significant cause of pollution. Therefore, we must strive to adopt an eco-friendly way of living, as much as possible. We can also contribute to the prosperity of indigenous artisans by purchasing earthen diyas instead of plastic lanterns. Secondly, we must be vigilant guardians of our country's natural wealth. Forests and wildlife are an integral part of our national prosperity. We must remain alert to any connections between politicians and industrialists that could lead to encroachment upon forest areas. Collective vigilance is key to sustainable development.

The citizens are the foundation of a democratic system, and their vigilance is the glue that holds it together. As humans, we can easily fall prey to propaganda and become less attentive. When citizens become indifferent, it can lead to the downfall of democracy. Therefore, vigilance is crucial for democracy to thrive. Ultimately, the question is, "Who will watch the watchmen?" The timeless message of Buddha can guide us in this task - "Be vigilant, protect your mind from negative thoughts."



Say no to corruption, commit to the Nation

*Anitej Sharma, Class 10
S/o- Dr. Chandramani Sharma, CVO*

“The duty of youth is to challenge corruption”-Kurt Cobain, Nirvana

Last year, around this time I wrote an essay about Corruption for the RailTel of India. That essay was an introduction, this one I hope will provide the readers a framework on solutions and perhaps more information.

January 2023

The beginning of the parliamentary session of 2023 was like a calm before a storm. As news of the Hindenburg Research papers flooded in there were allegations of market manipulation and fraud and embezzlement leading to losses worth hundreds of billions of dollars for the Company.

February 2023

Delhi Deputy CM was arrested for alleged role in Delhi excise policy case.

May 2023

Former P.M. of Pakistan, Imran Khan was arrested for his alleged role in the Al-Qadir Trust case.

June 2023

Tamil Nadu Minister Senthil Balaji was arrested by the E.D. for money laundering and interrogated him in relation to the allegations made while he served as the Transport Minister from 2011-2015.

All of these accounts present a deplorable account of how corruption has seeped into the various organs of the government. From liquor licences to defence deals, malpractices have invaded everywhere. However, we have to be appreciative of the fact that India is a democratic nation and one of the major features of a democracy is that it allows us to correct our own mistakes. If India was ruled by a majoritarian or an absolutist government, then corruption would be worshipped and practised like religion as it is done in the autocratic nations of the rest of the world. Till the 1990s, India was called a “Licence Raj” for its heavily state controlled economy which gave rise to cronyism and economic offences. However, in 2023 the reverse has begun to happen like the many other capitalist countries. Officials in several government institutions often collaborate with private contractors for deals in lure of profit.

Impact of Corruption

Corruption poses as a direct opposition to sustainable development for all as it sucks away the hard earned money of the public. SDG 16 calls for strong

institutions as well as justice, both of whom are undermined by corrupt practices. A 2016 report of the IMF stated that the cost of bribery alone was \$1.5 trillion- \$2 trillion per year. This is basically a loss of 2% of the global GDP. Social programmes and welfare schemes introduced for the betterment of the public go to waste due to the corrupt feeding on them. A government turns into a kleptocracy (a form of government which is run by thieves). A 2017 TI report and other data provides us with the information that authoritarianism is partly fuelled by corruption. For example, the Barmat scandal in the Weimar Republic in 1924, which consisted of corruption, bribery, war profiteering was used by far-right extremists of the German society especially the Nazis, to attack the Republic as well as to portray the Social Democrats and Jews as anti-state and those who participated in criminal activities. They turned the German society against democracy and propagated autocratic means as a form of justice. Nefarious elements of the society like terrorists, organised crime etc thrive in a corrupt nation. Money laundering is a classic tactic used by criminals to further their income and strengthen themselves. The last but the most painful wound of corruption is that it erodes the trust of the public in institutions of the country.

“Scratch any cynic and you will find a disappointed idealist”- George Carlin. Men who believe in the spirit of nation feel let down and in doubt when they see the state of affairs of a corrupt society. Thus, they refuse to serve a country whom they feel is “backward” and a “jungle raj”.

Solution

Inform people about corruption and how it is morally wrong and about its disruptive effects. Awareness and knowledge is integral if we want to get rid of corruption. We must use social media and the internet as a platform to voice our beliefs against the corrupt. Spread correct information and reach out to others. The people can take the help of NGOs, media etc. to make sure that the officials undertake their duties with full integrity. There should be incentives and rewards such as an increase in pay for those who do their duty with honesty and penalise those who fail to act with honesty. USAID 2017 found an invariable link with officials who got merit based promotions and increase in pay with low probability of accepting bribes. Political parties especially the Opposition parties have an important role to play. By questioning and putting pressure on the government we can punish the corrupt. The Lok Satta Party for example was formed from a reformist movement.

Initiatives by the Government/ Government Bodies

India is a signatory to the United Nations Convention Against Corruption (UNCAC). India also enacted the Prevention of Corruption Act, 1988 which was amended in 2018. The Lokpal and Lokayuktas Act, 2013 provided for the formation of the Lokpal which has a duty to inquire about allegations of corruption against powerful public officials including the Prime Minister, the cabinet etc. The work of the Lokpal is performed by the Lokayukta at the state level. The Lokayukta too, like the judges, cannot be removed from office without an

impeachment motion in the state assembly. The Whistle Blowers Protection Act, 2011 has a mechanism for complaints against individuals without revealing the identity of the complainant. Furthermore, if fallacious and false complaints are filed, then the complainant is liable to penalty. The Vohra Report of 1993 further explored the criminalisation of politics in India and what it meant for internal security. The Santhanam Committee's report led to the formation of the CVC (Central Vigilance Commission) which is a statutory body. Its annual report provides details to the public about its work and findings as well as points out the "cracks" in various departments of the government. The CBI (Central Bureau of Investigation) is the Central government's main investigating body whose most important role is to investigate cases of corruption and fraud. It works under the CVC in matters of corruption which comes under the purview of the POCA 1988 thus the CVC. There is also a body called SFIO (Serious Fraud Investigation Office) which was set up in 2002-2003 and investigates corporate frauds and white collar crimes. It comes under the Ministry of Corporate Affairs.

Together let us come together and end the disease of corruption. United we stand, divided we fall.

Jai Hind



भ्रष्टाचार क्यों? विकास के लिए या विनाश के लिए

नितिन हुंडैत

वरिष्ठ उप महाप्रबंधक एवं क्षेत्रीय प्रबंधक / दिल्ली

एक सवाल शीर्षक के माध्यम से पूछा गया है कि आखिर भ्रष्टाचार होता क्यों है और इंसान भ्रष्टाचार करता क्यों है। जाहिर है कि ये सब, लोग अपनी सुख सुविधाओं, पद प्रतिष्ठा, जीवन स्तर आदि को बढ़ाने के लिए करते हैं। लेकिन ये सब करते करते वो कब अपने मौलिक चरित्र, मूल जीवन के उद्देश्यों और जीवन के वास्तविक आनंद से वंचित होते जाते हैं, उन्हें पता ही नहीं चलता है और वो अपने सिद्धांतों को अपनी अवश्यता अनुसार परिभाषित करते हुए भ्रष्टाचार के रास्ते पर चल पड़ते हैं।

जिस क्षण हम कुछ गलत कर रहे होते हैं हमारे अंतर्मन से अच्छा उस बात को कोई नहीं जानता है। प्रयायतः अंतर्द्वंद की दिशा गलत की तरफ ही होती है क्योंकि वो वांछनीय होता है। गलत तरीके से कमाया गया धन क्षणिक होता है, जो उस समय तो आपको सुखद अनुभूति देता है लेकिन वास्तविकता में वे आपको एक ऐसे दलदल में ले जाता है जहां से निकल पाना मुश्किल हो जाता है। आप अपनी हैसियत से ज्यादा का शौक, जीवनस्तर परिभाषित करते हैं और उसको पूरा करने के लिये गलत करते जाते हैं।

तो फिर भ्रष्टाचार क्यों, सिर्फ विनाश के लिए।

भ्रष्टाचार से कमाया धन, पद, प्रतिष्ठा कभी भी चिरायु नहीं हो सकती। अगर उसका फल अभी नहीं मिला तो बाद में जरूर मिलेगा। जो लोग आज कुछ नहीं बोल रहे हैं, आपके पदविहीन होते ही आपको देखना भी पसंद नहीं करते। कई बार व्यक्ति ये जाहिर नहीं करता परंतु इसका एहसास, मानसिक कष्ट और आत्मग्लानी हमेशा उसके साथ होती है।

इसलिए हमेशा अपने आपको व्यवस्थित एवं अनुशासित रहकर। सादगी भरे जीवन जीने में विश्वास रखना चाहिए और समाज में फैली कृत्रिम जीवन शैली एवं जीवन स्तर की प्रतिस्पर्धा से अपने आपको ऊपर रखना चाहिए।

इस बात को संत कबीर जी की दो पंक्तियों में समाहित किया जा सकता है।

“साई इतना दीजिए जामे कुटुम्ब समाए, मैं भी भूखा ना रहू साधु ना भूखा जाए”

इसलिये हमें उतने ही पैर पसारने चाहिए जितनी हमारी चादर हो। उसी प्रकार हमें अपने शौक, बच्चों की परवरिश, जीवन शैली अपनी कमाई के हिसाब से निर्धारित करनी चाहिए। एक निश्चित बचत के साथ, जीवन को खुले मन से, खुलकर जीना चाहिए। भूत को भूलकर, भविष्य की कम चिंता करके, वर्तमान को पूरी तरह आनंद लेते हुए जीना चाहिए। हमारा सकारत्मक रवैया ही हमारे जीवन को आसान बनाता है। किसी भी परिस्थिति को अपने हिसाब से परिभाषित करने की बजाय उसके हिसाब से खुद को तराशते हुए आगे बढ़िए।

जीत आपकी होगी ।

हम सभी को भ्रष्टाचार जैसे विष से अपने आपको, समाज और देश को बचा कर चलना है ताकि आने वाले समय में हमारा देश विश्व पटल पर सही रूप में विश्व गुरु बन कर उभरे।

भ्रष्टाचार का विरोध करें एवं राष्ट्र के प्रति एवं अपने प्रति समर्पित रहे।

जयहिंद



भ्रष्टाचार

डॉ. विनीता गौरियान

धर्मपत्नी रवि शंकर गौरियान, वरिष्ठ उप महाप्रबंधक/सतर्कता

घूस लेना, घूस देना काम है गद्दार का।
देश का द्रोही है वो और चोर है सरकार का।।

ऊपर लिखी गयी पंक्तियां “बी.ए. पास मजदूर” उपन्यास से ली गई हैं। यह उपन्यास लगभग (80—85) वर्ष पूर्व लिखा गया होगा।

भ्रष्टाचार, एक ऐसा शब्द जिसे सुनकर ही दिमाग घूमने लगता है क्योंकि इस शब्द में हमारा आचरण छिपा है जिसका अर्थ होता है कि हमारा आचरण भ्रष्ट हो चुका है। मुददा वैश्विक है या हो सकता है। मुझे मेरे भारत के लिए सोचना है। भ्रष्टाचार मुक्त भारत बनाने के लिए, भ्रष्टाचार मुक्त आचरण, भ्रष्टाचार मुक्त चरित्र बनाना होगा। व्यक्तिगत स्वार्थ में भ्रष्टाचार लिप्त लोग अपना चरित्र हनन कर, नैतिक मूल्यों को शर्मसार कर रहे हैं। देश और समाज को बीमार करने वाला यह रोगाणु ऊपर से नीचे तक व्याप्त है। जिसे अवसर मिलता है, हाथ अजमाना चाहता है। इससे चरित्र हीनता, असमानता, सामाजिक विकृति का जन्म होता है।

हमें उन मूल्यों की ओर आकर्षित होना चाहिए जो हमारे चरित्र और आचरण को पवित्र व निर्मल बनाते हैं। तभी हम एक समृद्ध राष्ट्र की कल्पना कर सकते हैं। समृद्ध राष्ट्र बनाने में सहयोगी हो सकते हैं। निर्मल चरित्र का व्यक्ति पारदर्शिता या जबाबदेही से नजरें नहीं चुराते। भ्रष्टाचार के कारण प्रतिभा का हास होता है, गुणवत्ता का हास होता है। देश और समाज का विकास बाधित होता है।

“ प्रतिभा नहीं तो गुणवत्ता नहीं, गुणवत्ता नहीं तो हमारी साख नहीं, साख नहीं तो बाजार नहीं, बाजार नहीं तो विकास नहीं”

1. भ्रष्टाचार अविश्वास को जन्म देता है :- भ्रष्टाचार के कारण प्रतिभाशाली लोगों को अवसर प्राप्त नहीं होता है, वो जो कर सकते हैं नहीं कर पाते इससे निराशा का भाव उत्पन्न होता है। व्यक्ति का विश्वास शासन प्रशासन में नहीं रहता। एक निराशा का वातावरण बनता है। शिक्षा का रुझान कम होता है राष्ट्र या विभाग की उन्नति प्रभावित होती है।
2. भ्रष्टाचार अर्थव्यवस्था को प्रभावित करता है :- भ्रष्टाचार के कारण कुशल व मेहनती श्रमिकों को अवसर नहीं मिलता जिसके कारण उत्पाद की गुणवत्ता प्रभावित होती है। बाजार में हमारी साख गिरती है, हमारे लिए बाजार की मांग कम होती है जिसका सीधा प्रभाव हमारी अर्थव्यवस्था पर होता है। राजनेता और अधिकारी क्या कर सकते हैं, इस पर टिप्पणी करना समय नष्ट करना है।
3. जिस देश की अधिकतर संस्थाएँ भ्रष्टाचार में लिप्त हों, वहां न्यायपूर्ण वातावरण बनाना, दिवास्वप्न की कल्पना करने के अलावा कुछ भी नहीं। अच्छे विचार ही अच्छे कार्यों के लिए प्रेरित करते हैं।
4. स्वास्थ्य एवं शिक्षा पर दुष्प्रभाव :- शिक्षा व स्वास्थ्य के लिए जो कुछ प्राप्त होता है उसका सदुपयोग न करना भ्रष्टाचार का ही अंग है। बाजार में बहुत से खाद्य पदार्थ हैं, मिलावट के कारण स्वास्थ्य को प्रभावित करते हैं। दवाईयां तक नकली व गुणवत्ता विहीन मिलती है। मनुष्य की जान चली जाती है किसे फर्क पड़ता है। शिक्षा की बात करें तो उदासीनता के बाद जो कुछ मिलता है उसका उपयोग कितना प्रतिशत किया जाता है ऑकडे बता सकते हैं। आज भारत जहां खडा है, वह स्थान शिक्षा के महत्व को दर्शाता है।

5. सामाजिक ताना बाना छिन्न—भिन्न हो जाता है :- भ्रष्टाचार के कारण आदमी स्वार्थी हो जाता है। असमानता बढ़ती है इसका कारण आपसी भाईचारा समाप्त हो जाता है। आपसी प्रतिद्वन्दता का जन्म होता है। सौहार्द नष्ट हो जाता है। समाज अगर विखरता है तो देश नहीं जुड़ता।
6. लोकतंत्र को कमजोर करता है :- भ्रष्टाचार के कारण चन्द लोग अत्याधिक शक्तिशाली हो जाते हैं। देश को चलाने वाला तंत्र उनकी मुठठी में होता है। वो जो चाहते हैं करा लेते हैं। कानून का शासन मृत प्राय हो जाता है। कहीं न कहीं हमारी न्याय व्यवस्था भी चपेट में आ जाती है। ऐसे में " लोकतंत्र नाम मात्र रह जाता है" धनी लोग अपना वर्चस्व बना कर रखते हैं। "शासन चलता रहता है। कहने को लोकतंत्र जिन्दा रहता है, विवेक हीन, चलती फिरती लाश या आज्ञाकारी रोबोट ही तरह"

भ्रष्टाचार को शायद हमने अंगीकार कर लिया है, इसके साथ जीना सीख लिया है। यहीं कारण है कि कुछ विद्वान लोगों को छोड़कर भ्रष्टाचार के दुष्परिणामों व इसकी विभिषिका का विश्लेषण कोई करता नहीं।

भ्रष्टाचार के दानव से बचाव

1. नैतिक मूल्यों को संरक्षित रखना :- भ्रष्टाचार में हमारा आचरण सम्मिलित है, उसके अर्थ में निहित है। सबसे पहले हमें स्वयं के नैतिक मूल्यों पर ध्यान केन्द्रित करना होगा। नियम कानून तो हर देश में बहुत अच्छे होते हैं, हैं भी। नियम कानून मनवाने वाला व्यक्ति यदि नैतिक नहीं हैं तो कोई कुछ नहीं कर सकता। कानून पंगू हो जाता है। अच्छे विचार, अच्छा करने के लिए प्रेरित करते हैं। अच्छा करने के लिए कुछ बाधाएं जा सकती हैं अन्ततः जीत नैतिकता या कहे सच्चाई की ही होती है।
2. गुणवत्ता परक शिक्षा :- यह एक बड़ा विषय है उस पर न जा कर इतना ही कहूंगा विषय की सही जानकारी के साथ—साथ नैतिकता, भाईचारा, समानता, सौहार्द जैसे भाव भी बच्चों में आने चाहिए जिससे वे चरित्रवान बने उनमें राष्ट्र प्रेम का भाव जागृत हो सके। भ्रष्टाचार जैसे अन्य समस्याओं पर छात्र खुले मन से चर्चा करें उनका समाधान तलाश करें, जागरूक बने, यह विद्यार्थी जीवन से ही सीख लेना चाहिए।
3. न्यायिक जाँच :- न्यायिक प्रक्रिया अति महत्वपूर्ण होती है। हमारे देश में भ्रष्टाचार के विरुद्ध अच्छे नियम कानून हैं। सक्षम अधिकारी को बिना किसी भेदभाव के अपनी सत्य निष्ठा से अपने कर्तव्य का निर्वहन करते हुए भ्रष्टाचारियों पर अंकुश लगाना चाहिए। उन्हें उनकी सही जगह भेजना चाहिए।
4. भ्रष्टाचार की परख :- आज के तकनीकी युग में खोजबीन करने की बहुत सी विद्याएं आ गयी हैं। परन्तु अपनी पौराणिक विद्यायें और मनोविज्ञान की जानकारी भी बहुत मददगार हो सकती है। तकनीक नवाचार से हम पारदर्शिता को बनाये रख सकते हैं। भ्रष्टाचार में राजनैतिक, सामाजिक व आर्थिक तत्व शामिल हो सकते हैं। इन सबकी सूचनार्यें व साक्ष्यों को एकत्र करने व संरक्षित रखने के लिए प्रौद्योगिकी का उपयोग अधिक कारगर होगा।

सारांश

भारत में वह सभी विशेषताएँ, क्षमताएँ, आवश्यकतायें उपलब्ध हैं जो इस देश को विकसित देशों की कतार में खड़ा कर सकती हैं। भ्रष्टाचार के कारण हम अपनी उपलब्धताओं का सही उपयोग नहीं कर पा रहे हैं। हमसे बाद के स्वतंत्र देश हमसे बहुत आगे निकल चुके हैं। हम अपने देश को आगे ले जाना चाहते हैं तो हमें पारदर्शी होना होगा। अपने नैतिक मूल्यों, शिक्षा और स्वास्थ्य को महत्व देना होगा। सरकार को जवाबदेह बनाने के लिए सरकार और समाज दोनों की जिम्मेदारी बनती है।

एक भ्रष्टाचारी, सब पर भारी

सिम्पी

कनिष्ठ वित्त कार्यकारी/कॉर्पोरेट कार्यालय

राष्ट्र का अब एक ही है नारा,
भ्रष्टाचार से पीछा छूटे हमारा।
क्योंकि –
नर हो या नारी, भ्रष्टाचारी की नजर में,
ना कोई बेचारा ,ना कोई बेचारी।
डोनेशन तो जैसे बन गया अब फैशन,
भ्रष्टाचारियों का पैसे कमाने का अलग ही है पैशन।
जनता का पैसा आया, नेता की जेब में समाया,
मूर्ख जनता ने काम करवाने का खूब पैसा खिलाया।
पैसे की माया से शायद ही कोई बच पाया,
बूढ़ा हो या जवान सब पर इसका साया।
भ्रष्टाचार का इस नेशन में अलग ही लेवल आया,
जो इसके जाल में फंसा वो कभी न निकल पाया।
पकड़े जाने पर खूब जेल का खाना खाया,
बेल करवाने को भी फिर किसी भ्रष्टाचारी को फोन लगाया।
जनता को लूटा,जनता को खाया,
फिर भी कहते हैं जनता ने कब साथ निभाया।
आम जनता ने ही तो भ्रष्टाचारी को सर चढाया,
फिर कहते हैं देखो देखो नेताओं ने भ्रष्टाचार फैलाया।
यही भ्रष्टाचार पड रहा इस नेशन पर भारी,

इस आतंक को मिटाना अब हमारी जिम्मेदारी।



लोकहित प्रकटीकरण एवं मुखबिर सरंक्षण संकल्प, 2004 (पीआईडीपीआई)

कमल किशोर
वरिष्ठ प्रबंधक / इलेक्ट्रिकल / कॉर्पोरेट कार्यालय

लोकहित प्रकटीकरण यह लोकहित प्रकटीकरण
सजगता का मार्ग है यह है राष्ट्र की मुहिम
मुखबिर सरंक्षण हो यह भी संग संकल्प है
सुचारु ढंग से चले व्यवस्था यह विकल्प है
लोकहित प्रकटीकरण यह लोकहित प्रकटीकरण

शिकायतों की सुनवाई हो न वहाँ पर ढिलाई
हो जहा उपेक्षा उनकी व्यवस्था उचित बनाई
मुखबिर सरंक्षण हो यह भी संग संकल्प है
सुचारु ढंग से चले व्यवस्था यह विकल्प है
लोकहित प्रकटीकरण यह लोकहित प्रकटीकरण

हुआ यह एलान है जो शिकायत बेनाम है
उसकी गंभीरता को मिलता न सम्मान है
मुखबिर सरंक्षण हो यह भी संग संकल्प है
सुचारु ढंग से चले व्यवस्था यह विकल्प है
लोकहित प्रकटीकरण यह लोकहित प्रकटीकरण

राष्ट्र की जिसमे तरक्की बात ऐसी पक्की हो
बहे ऐसी भावना वो बात इक इक सच्ची हो
मुखबिर सरंक्षण हो यह भी संग संकल्प है
सुचारु ढंग से चले व्यवस्था यह विकल्प है
लोकहित प्रकटीकरण यह लोकहित प्रकटीकरण



भ्रष्टाचार मुक्त भारत बनाना है

संस्कृति गौरियान, कक्षा- 9

सुपुत्री रवि शंकर गौरियान

वरिष्ठ उप महाप्रबंधक/सतर्कता/कॉर्पोरेट कार्यालय

जन जन तक ये सन्देश फैलाना है।
भ्रष्टाचार मुक्त भारत बनाना है।
स्कूलों व कॉलेजों में भी पढ़ाना है।
ईमानदारी का सन्देश पहुँचाना है।
उधार लिया धन बिना माँगे लौटना है।
याद दिलाने या माँगने का इन्तजार नहीं करना है।
क्षमता से ज्यादा धन नहीं खर्चना है।
अन्यथा घर बार, जमीन सब गिरवी हो जाना है।
भ्रष्टाचार मुक्त भारत बनाना है।
जन जन तक ये सन्देश फैलाना है।

अगर कोई शिकायत दर्ज कराना है।
तो लोकहित प्रकटीकरण एवं मुखबिर संरक्षण संकल्प अपनाना है।
शिकायत खुली स्थिति में, या पोर्टल पर नहीं भिजवाना है।
बंद लिफाफे के अंदर अपना नाम व पता लिखा जाना है।
शिकायत को सचिव, केंद्रीय सतर्कता आयोग भिजवाना है।
जन जन तक ये सन्देश फैलाना है।
भ्रष्टाचार मुक्त भारत बनाना है।



गड्डे में सड़क

नितीश विक्रम सिंह
वरिष्ठ प्रबंधक/तकनीकि/लखनऊ

क्या हो गया है तुझको, तू हुआ यूँ गद्दार?
रोक रखी तूने क्यों, फाइलें हजार?
हो पद चाहे ऊँचा, या छोटे बाबू ही क्यों न?
उतरेगा बता कैसे, तेरा घूस का बुखार?

तेरे पीछे चलती, ये ठेकेदारों की भीड़ ,
तेरे ही लिए बिकता, गरीब का वो नीड़ ।
पर तू तो भ्रष्ट ठहरा, तेरी गजब अकड़ ,
फिर चाहे सड़क में हो गड्डा , या गड्डे में सड़क ॥

तूने लूटा देश को , रे तेरा क्या मान ,
तूने ठोंके नौ -दस , दो-तल्ले मकान ।
काम तुझे आनी, बस दो गज जमीन ,
फिर बसेगा इन मकाँ में, तेरा झूठा अभिमान ॥

हर काम में, तेरे हिस्से का प्रतिशत दो-चार,
तू देख नहीं पा रहा, ये दलदल अपार ।
तू उबर नहीं पायेगा, कोसेगा खुद को ,
जब सतर्कता विभाग की ,लहराएगी तलवार ॥



Appendix

Appendix-1

RCIL/CO/Vig/Vigilance/Internal Corrsp./06/Vol.1
dt. 10/01/2020

NOTE

Sub: Annual Property Return for Vigilance clearance.

As per the extant guidelines issued by DoPT from time to time, it is important to mention that Vigilance Clearance shall be denied to an officer if he/she fails to submit his/her Annual Property Return of the previous year by 31st January of the following year.

In view of the above, it is requested that:-

- HR may inform/reiterate to all Executives to file their Annual Property Return of the previous year by 31st January of the following year in the ERP.
- HR while seeking Vigilance clearance from CVO/RailTel should invariably also mention if Annual Property Return of previous year have been filed by the executive or not (duly mentioning the date of filing of last APR).

Necessary action may be taken accordingly.

This issues with the approval of CVO/RailTel.


10/1/2020
Alok V Agnihotri
Jt.GM/Vigilance

GM/HR

*Original
10/1/20
PA to GM/HR*

Relevant Extract from File No. RCIL/CO/2018/VIG/Vigilance/Internal Corr./057/Vol-1 approved on date: 04.03.2020

NOTE

Sub: Systemic Improvements – Preparation of the procurement manual and training of Officers in tender and procurement matter.

A tender case was investigated in which various procedural lapses were observed. As a part of Systemic Improvements, Vigilance Department recommended:

1. Framing of Procurement manual in RailTel dealing with estimate preparation, tender drafting, tender process, inspection, contract management, etc.
2. To create a nodal department which shall help in creating domain expert and ensure consistency in procurement rules.
3. Training of employees in procurement processes.

CMD on 04.03.2020 (from the VSS Case file Note no. B (1), B (2) & B (3) at PP-6&7) approved by mentioning:

1. A committee has already been constituted to draft the Procurement Manual for RailTel.
2. Procurement of items which are normally required should be done by the procurement cell annually based upon anticipated consumption as suggested by CVO in his remarks above. However, all tenders /procurement cannot be done by the Officers of this cell, since various works of specialized nature are dealt by different officers as per distribution of works.

However, the procurement manual (which is under finalization) will be binding on the whole organization doing procurement through works or store tenders.

Training Sessions in procurement are being held in house and officer also deputed for attending such course. However, GM/Administration & security has been advised separately to ensure that all executives involved in tendering process are covered under such courses within a period of one year.

No. RCL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 10.08.2020

NOTE**Sub.- System Improvement in HR Policy for TA/DA.**

A) While preparation of Factual Status against a complaint referred by Railway Board Vigilance, following anomalies/irregularities have been found:-

- It is seen that certain officials have been claiming in ERP during official tour for "Stay on own arrangement" against official accommodation allotted to the concerned official by RailTel.

B) In view of the above, you are advised to carry out the following system improvement in the above HR policy:-

- i) A system check is required to see wherever any employee have claimed for "stay on own arrangement" against a RailTel owned accommodation allotted to the employee. All such claims to be recovered from the employee.
- ii) Modification/review of the TA/DA policy issued by Office Order No.290 dated 27th August, 2012 of RailTel regarding "stay on own arrangement" to incorporate suitable provisions in this regard.

Accordingly, the above system improvement may be carried out and a compliance report may be submitted to this office at the earliest. This system improvement issues with the approval of competent authority.


10/08/2020
Jt.GM/Vigilance

GM/HR

NOTE**Sub.-> System Improvement in ERP**

- A) While preparation of Factual Status against the complaint referred by Railway Board Vigilance, following anomalies/irregularities have been found regarding filing of I-Expense in ERP:-
- It is seen in a case that under the I-expense module of ERP, the employee is able to fill I-expense for outstation claim against TA/DA/Hotel/etc. even when the tour approval has not been approved by his controlling officer.
 - In the same case, in another instance it is seen that the payment has also been made to the Executive even before prior approval by the controlling officer of the official tour of the employee.
 - It is also seen that the employee has been able to claim twice against the same item for the same date.
- B) In view of the above, you are advised to carry out the following system improvement in the ERP System:-
- (a) ERP system should not allow submission of claims by the employee till the tour is approved by Competent Authority.
 - (b) ERP system should not allow claim for the same item twice for the same date (even at a later date) by any employee.

Accordingly, the above system improvement may be carried out and a compliance report may be submitted to this office at the earliest. This system improvement issues with the approval of competent authority.


10/8/2020
Jt.GM/Vigilance

ED/DNM

NOTE

No. RCL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 14.08.2020

Sub.- Identification of Sensitive Posts in RailTel

Ref.- P&A Note dated 27.10.2017 (enclosed)

P&A Department earlier provided the list of identified sensitive posts in RailTel under above reference enclosed herewith. From the list, it is seen that the same is not in line with the current organizational structure and nature of work being done in RailTel.

In view of the above, you are advised to review the list of sensitive posts in RailTel in consultation with CVO so that rotational transfer policy can be implemented appropriately. CVC circulars in this regard is also enclosed herewith for information and implementation.

Accordingly, the fresh list of identified sensitive posts may be communicated to Vigilance at the earliest.


14/8/2020
Jt.GM/Vigilance

GM/HRD

158
SN-36

RCIL/VIG/CORRp/RB/15
Date: 27.10.2017

NOTE

Sub: Sensitive post identified in Railway/Unit

In reference to above subject, please provided the list of post identified in this organization, to communicate to Railway Board.

May please be treated as most urgent.


27/10/2017
(Alok Agnihotri)
DGM/Vigilance

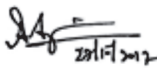
JGM/HR

For info PA
Manish Bhat
27/10/17

Desired list of sensitive post is enclosed
herewith. may please see.

Manish Bhat
27/10/17

(JGM/PA) Manish Bhat
27/10/17

~~DGM/Vig.~~ 
27/10/2017

my/vig

NO.: RCIL/CO/2020/VIG/Vigilance/APR/033/Vol-1

Date: 01.09.2020

Sub.-: Scrutiny of Annual Property Return

On scrutiny of Annual Property Return (APR), it is found that 237 officials have not filed the APR during the particular year(s) as mentioned against their names in the enclosed list. This is violation of Service Rules and CDA rules of the corporation, on part of concerned officials.

In the view of the above, HR is advised to take the following actions:

- 1) Advise all the concerned officials to file their APR for the respective years by 30th Sep, 2020.
- 2) Call an explanation from all the officials who have not filed the APR and take necessary administrative action as deemed fit.
- 3) HR may also fix the responsibility of the official(s) in the HR department who are responsible for ensuring the filing of APR of the officials.
- 4) HR may also scrutinize the APAR of these officials of respective years, having the parameter of the APR and to check whether the controlling officer has suitably deducted the marks for the same or not.
- 5) The following system improvements may also be carried out:
 - During the filing of APR, the current year should not appear in the ERP. For example, when employee is submitting the APR in January 2020, the year of APR should be seen as year ending December 2019 (not 2020, as appears presently).
 - To ensure that while submitting self-appraisal in the APAR, the officials may mandatorily submit his/her confirmation regarding filing of APR.
 - Contractual employees may also be asked to file APR every year.

The above actions may be taken by the HR at the earliest and an action taken report may be submitted by 15th Oct, 2020 to this office.


(Mukesh Kumar)
1.9.2020
CVO

GM/HR

Kushby
PR to GM/HRD
01/09/20

Date: 08.10.2020

NOTE**Subject:** Systemic Improvements in hiring of vehicle

During the examination of a case regarding hiring of vehicle for a project work, certain systemic shortcomings are found. Accordingly, the following systemic improvements are required to be implemented.

1. Logbook must be compulsorily provided by RailTel and that must include the column for Name, Designation and purpose of each trip and signature of the officials using such vehicle.
2. Name, Designation and purpose of visit of the officials must be entered in legible form in the logbook by each official.
3. The duration of use of vehicle must be provided in the terms and conditions of the contract along with period of extension, if any.
4. The logbook should also mention the concerned authority to whom the vehicle is attached.

Compliance report in this regard may be submitted to this office within two weeks.


(Mukesh Kumar)
Chief Vigilance Officer

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 25.11.2020

NOTE (Reminder-1)**Sub: Scrutiny of Annual Property Return.****Ref: Vigilance note of even number dated 01.09.2020.**

Vide note dated 01.09.2020 certain information regarding scrutiny of annual property return was asked from HR by 15.09.2020. However, the same is still awaited.

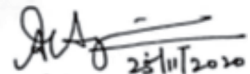
In addition, on this matter CVC vide Order dated 23.11.2020 (enclosed) has also taken a strict view on prolonged delay in filing of APR by Officers/Officials and has directed to ensure 100% compliance of filing of annual immovable/Movable Property Return for the previous year i.e. 2019 by 30.11.2020. CVC has also directed that the Officers/Officials who do not file their APR annual immovable/Movable Property Return by 30.11.2020, appropriate disciplinary action may be initiated against them. You are hereby advised to comply with the above refer CVC Order.

Accordingly, HR department is advised to provide:

1. Compliance report in-line with CVC Order dt 23.11.2020.
2. Compliance report in-line with various proposed actions & system improvements advised by this office note dt. 01.09.2020.

The above information must be provided without any further delay. THIS MAY BE TREATED AS MOST URGENT.

Encl: a/a



(Alok V Agnihotri)

Jt. General Manager/Vigilance

GM/HR- (On leave)

Addl.GM/HR

Copy to-

1. OSD to CMD for information of CMD.
2. All EDs/GGMs/GMs to ensure compliance for employees under their department.
3. Regional RGMs/EDs to ensure compliance for employees under their jurisdiction.
4. Director & CEO/Tech/REL to ensure compliance for employees under REL.

NOTE

Sub: System Improvement in RailTel.

Ref: Vigilance note of even number dated 10.08.2020, 14.08.2020, 1.09.2020, 11.09.2020, 18.09.2020 and 25.11.2020.

Vide above referred note, various System Improvements were advised to HR department with targeted date.

However, the required actions on the following items are still pending:-

SN	Date of Issue (reminders)	Subject	Target Date	Action Taken
1.	10.08.2020 (18.09.2020)	System Improvement in HR Policy for TA/DA for revision of "stay on own arrangement".	- 25.09.2020	Pending for over 4 months
2.	14.08.2020 (18.09.2020)	Revision of list of Sensitive Posts in RailTel.	- 25.09.2020	Pending for over 4 months
3.	01.09.2020 (25.11.2020) (08.12.2020)	a) System improvement in ERP format for "current year" in Annual Property Return filing by employees. b) System improvement in APAR format for ensuring declaration of date of filing APR by employee. c) System improvement for filing of APR by Contractual employees of RailTel.	15.10.2020 Immediate 18.12.2020	Pending for over 3 months
4.	11.09.2020 (17.09.2020)	Details required pertaining to Recruitment in RailTel. (incomplete data provided by HR on 16.09.2020 which was sent back on 17.09.2020)	09.10.2020	Pending for over 3 months

As can be seen from above, HR Department has not yet responded to various Vigilance notes. This has resulted in pendency of compliances against the above system improvements. This may inevitably lead to adverse comments from CVC in future during reviews.

Hence it is proposed that HR may be firmly instructed for above compliances by the end of Dec' 2020.

CVO

NS
16.12.2020

15/12/2020
Jt. GM/Vigilance

NOTE

Sub: System Improvement in RailTel.

Ref: Vigilance note of even number dated 10.08.2020, 14.08.2020, 1.09.2020

Vide above referred note, various System Improvements were advised to HR department with targeted date.

However, the required actions on the following items are still pending:-

SN	Date of Issue (reminders)	Subject	Action Taken
1.	10.08.2020 (18.09.2020) (15.12.2020)	System Improvement in HR Policy for TA/DA for revision of "stay on own arrangement".	Pending for over 5 months
2.	14.08.2020 (18.09.2020) (15.12.2020)	Revision of list of Sensitive Posts in RailTel.	Pending for over 5 months
3.	01.09.2020 (25.11.2020) (08.12.2020) (15.12.2020)	a) System improvement in ERP format for "current year" in Annual Property Return filing by employees. b) System improvement in APAR format for ensuring declaration of date of filing APR by employee. c) System improvement for filing of APR by Contractual employees of RailTel.	Pending for over 4 months

As can be seen from above, despite several reminders HR Department has not yet responded to various Vigilance notes. This has resulted in pendency of compliances against the above system improvements.

In view of the above you are advised to kindly furnish the explanation for not complying to the Vigilance advice. The explanation may be furnished to Vigilance by 11.01.2021.

This issues with the approval of CVO/RailTel.


(Alok Agnihotri)

Jt. General Manager/Vigilance

GM/HR

Copy to- OSD to CMD for kind information of CMD.

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 05.02.2021

NOTE

Subject: Systemic Improvements in Tender Register entries.

During Periodic Inspection of Tender Register, certain systemic shortcomings are found. Accordingly, the following systemic improvements are required to be implemented:

1. Concerned Executive who is making entries of new tender number should sign with full name, designation and date.
2. Two more columns related to date of floating of Tender and outcome of tender/status should be added (e.g.- Not floated with reasons or discharged or finalised).

Compliance report may be submitted to this office within two weeks.


(Mukesh Kumar)
Chief Vigilance Officer

ED(OP)

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 05.02.2021

NOTE

Subject: Systemic Improvements related to attendance sheet of Data Centre Gurugram outsource staff.

During Periodic Inspection of attendance sheet of January 2021 of Data Centre outsource staff, certain systemic shortcomings are found. Accordingly, the following systemic improvements are required to be implemented:

1. It is observed that for purpose of marking attendance, stapled loose sheets are being used. It is advised that attendance register should be used for marking attendance.
2. The concerned Data Centre in-charge (daily operations or shift in-charge) should counter sign the attendance sheet on daily basis.

Compliance report may be submitted to this office within two weeks.


(Mukesh Kumar)
Chief Vigilance Officer

ED(DNM)

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 08.02.2021

NOTE

Subject: Systemic Improvements regarding maintenance of record in server room at RailTel, EKN.

During Periodic Inspection of server room at EKN, certain systemic shortcomings are found. Accordingly, the following systemic improvements are required to be implemented:

- 1) Maintenance of the record of the spares.
- 2) Maintenance of logbook for failures and rectification of faults.
(Proposed Format for both are attached in the annexure).

Compliance report may be submitted to this office within two weeks.


(Mukesh Kumar)
Chief Vigilance Officer

GM(NTP)

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 12.02.2021

NOTE

Subject: Systemic Improvements related maintenance of physical files and record maintenance of files (case book register) under HR Department.

During Periodic Inspection of physical files and record maintenance of list of physical files (case book register) under HR Department, certain systemic shortcomings are found.

Accordingly, the following systemic improvements are required to be implemented:

In the case book, it is advised to maintain entry of files in a format which may include: -

- a) Sr.no.
- b) File no.
- c) subject of file
- d) opening date of file
- e) file opened by.

Compliance report may be submitted to this office within two weeks.

GM(HR)

[Handwritten signature]
12/2/21

[Handwritten signature]
12/2/21
(Mukesh Kumar)
Chief Vigilance Officer

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 12.02.2021

NOTE

Subject: Systemic Improvements regarding Physical Inspection of files of NTP department.

During Periodic Inspection of files of NTP department, certain systemic shortcomings are found. Accordingly, the following systemic improvements are required to be implemented:

- 1 The files should be checked so as to ensure that each document is firmly stapled/tagged and each document is numbered sequentially.
- 2 All files available with executives should be checked for maintaining good physical condition of the same and the cover of the file may be changed whenever required.

Compliance report may be submitted to this office within two weeks.


(Mukesh Kumar)
Chief Vigilance Officer

GM(NTP)

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 17.02.2021

NOTE**Subject: Systemic Improvements regarding Physical Inspection of files of ITP department.**

During Periodic Inspection of files of ITP department, certain systemic shortcomings are found. Accordingly, the following systemic improvements are required to be implemented:

- 1) Care should be taken so that each noting page document is numbered sequentially.
- 2) There should not be any loose sheet in the file.
- 3) All files available with executives should contain the name of the executive who is maintaining the same.
- 4) The files should be checked so as to ensure that documents under one SN are firmly stapled/tagged and each document is numbered sequentially.

Compliance report may be submitted to this office within two weeks.


(Mukesh Kumar)
Chief Vigilance Officer

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 19.02.2021

NOTE

Subject: Systemic Improvements related to Payment Vouchers processed for Payments by Corporate finance with related documents.

During Periodic Inspection of Payment Vouchers processed for Payments by Corporate finance with related documents, certain systemic shortcomings were found.

Accordingly, the following systemic improvements are required to be implemented:

1. While Signing on ERP Payment Voucher report all officials should sign on each page of the report.
2. While Signing on ERP Payment Voucher and ERP invoice reports, all Officials should sign clearly mentioning their Full name, designation and Date.

Compliance report may be submitted to this office within two weeks.


(Mukesh Kumar)
Chief Vigilance Officer

ED(Fin)

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 01.03.2021

NOTE

Subject: Systemic Improvements regarding Physical Inspection of files of EB department.


During Periodic Inspection of files of EB department, following files were inspected:

- (i) RCIL/CO/2017/MKTG/Enterprise Business/Campus Wifi through opex model/071/Vol-3
- (ii) RCIL/CO/2017/MKTG/Enterprise Business/Campus Wifi through opex model/071/Vol-3 (Part-2)
- (iii) RCIL/19-20/EB/PBG-Release-Volume-1

After inspection, certain systemic shortcomings were observed. The following systemic improvements are required to be implemented:

- 1) Care should be taken so that correspondence page documents are numbered serially.
- 2) All files available with executives should contain the name of the executive who is maintaining the files.
- 3) The files should be checked so as to ensure that documents under one SN are firmly stapled/tagged and each document is numbered serially.

All the 3 files may be produced to vigilance for review after necessary corrections within 2 weeks.


(Mukesh Kumar)
Chief Vigilance Officer

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 12.03.2021

NOTE

Subject: Systemic Improvements regarding Physical Inspection of files of DNM department.

During Periodic Inspection of files of DNM department dated March 04, 2021, following files were inspected:

- (i) RCIL/CO/2018/DNM/Procurement of HSM/0216 /Vol-1
- (ii) RCIL/CO/DNM/2019-20/IRCTC Hosting Project
- (iii) RCIL/CO/DNM/2019-20/NHSRCL Hosting Project

After inspection, certain systemic shortcomings were observed. Therefore, following systemic improvements are required to be implemented:

1. Correspondence pages should be numbered serially.
2. It may be ensured that documents under one SN are firmly stapled/tagged and each document is numbered serially.
3. Page numbers on correspondence side and noting pages should not be marked with pencil.


(Mukesh Kumar)
Chief Vigilance Officer

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 02.06.2021

NOTE

Subject: Systemic Improvements related maintenance of physical files and record maintenance of files under Admin Department.

During Periodic Inspection of physical files and record maintenance of list of physical files under Admin Department of corporate office, certain systemic shortcomings are found. Accordingly, the following systemic improvements are required to be implemented:

- Executive should take due care in assigning the page number to noting pages and should ensure that the same is numbered sequentially.
- The correspondence pages should also be marked in sequence. In addition, important papers like bills/invoice should be given specific serial number.
- After making dues correction on correspondence side, File no. RCIL/2018/P&A/25/1 Part-1 should again be produced to vigilance for inspection in two weeks.

Compliance report may be submitted to this office within two weeks.


(Mukesh Kumar)
Chief Vigilance Officer

ED(Admin)

Received
Just
Part to ED/Admin
02/06/2021

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 02.06.2021

NOTE

Subject: Systemic Improvements related to Lift Maintenance at Gurugram Office.

During Periodic Inspection related to Lift Maintenance at Gurugram Office inspection of following record had been done:

- i. Lifts daily checklist Record.
- ii. Daily activity register of Outsourced Lift Executive.
- iii. Job card record of lift failure and progress of rectification.

It was found that the entries made by Lift Operator (outsourc) are not being counter signed by any regular executive of RailTel. Accordingly, the following systemic improvements are required to be implemented:

- All entries done by the Lift Operator (outsourc) at Gurugram Office must be duly verified by concerned regular official of RailTel.

Compliance report may be submitted to this office within two weeks.

ED(Admin)


(Mukesh Kumar) 2/6/21
Chief Vigilance Officer

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 02.06.2021

NOTE

Subject: Systemic Improvements related to Vehicle Register at Gurugram Office CO.

During Periodic Inspection related to Vehicle Register at Gurugram Office CO, certain systemic shortcomings were found. Accordingly, the following systemic improvements are required to be implemented:

- Concerned persons who are making entries of vehicle number should enter full vehicle number to avoid any lapses.

Compliance report may be submitted to this office within two weeks.


(Mukesh Kumar)
2/6/21
Chief Vigilance Officer

ED(Admin)

No. RCIL/CO/2020/VIG/Vigilance/CTE Inspection/034/VOL-1 Date: 07.06.2021

NOTE


Subject: Systemic Improvements in Manpower Tenders.

During CTE type inspection of Manpower EOI (EOI no. RCIL/EOI/NR/Outsources manpower/P&A/2017-18/75) of Northern Region, certain systemic shortcomings are found.

Accordingly, the following systemic improvements may be taken up by Regions and CO in all such type of tenders in future:

- Open Tender with Two Bid System for all such type of tenders should be floated.
- The tenders should be finalized within original bid validity.
- Eligibility criteria in tender should be kept as per Procurement Manual/Policy of RailTel in all such type of tenders.
- The evaluation criteria of bids should be objective and specific. There should not be any Vague condition in evaluation criteria.

The above systemic improvements may be brought to the notice of all concerned in CO/Regions and REL for compliance.


7.6.2021
(Mukesh Kumar)
Chief Vigilance Officer

ED(Admin)

No. RCIL/CO/Vig/Vigilance/Internal Corr./06/Vol-1

Date: 01.09.2021

NOTE

Subject: Systemic Improvements in CDA Rules.

During Periodic Inspection of CDA Rules, certain systemic shortcomings are found. Accordingly, the following systemic improvements are required to be implemented:

1. DPE had issued modifications in the Conduct, Discipline and Appeal (CDA) Rules for CPSEs-2017 vide letter No. 15(07)/99-DPE-GM-VOL-III-FTS-2344 dated 11.12.2017 followed by an amendment vide Office Memorandum dated 09.10.2019. (Copy enclosed herewith)
2. HR department is advised to review existing CDA rules of RailTel and effect the modifications required, if any, as per the guidelines of DPE.

Compliance report may be submitted to this office within one month.


(Mukesh Kumar)
Chief Vigilance Officer

GM/HR

NOTE

Sub: Systemic Improvements of ERP report and list of inward and outward Bank Guarantees submitted by Finance department.

During Inspection of ERP report and list of inward and outward Bank Guarantees submitted by Finance department, certain systemic shortcomings were Observed. Details are as below:

A. For Inward BGs: following systemic shortcomings were observed:-

- i) Details submitted by concerned executives are not uniform like some PO/LOA descriptions related to BGs are not filled in report.
- ii) Some BGs are expired and extensions are not timely submitted by vendors.
- iii) Some BGs with status having "ERP issues" are unapproved.

Accordingly, the following systemic improvements are required to be implemented:

- Concerned executives who are making entry of BG details at initial level should fill all the fields uniformly.
- Vendors should be informed well before expiry for BGs extension with condition of submission of extended BG before expiry of BG validity.
- Unapproved BGs in ERP should be followed up with concerned authority for approval within 2-3 days on regular basis.

B. For Outward BGs: following systemic shortcomings were observed:-

- i) The details of project category and project sub category etc at initial stage by concerned executives are not uniformly mentioned.
- ii) After BG creation, BG No. and BG Bank Name are not being filled by Finance Executive for some BGs.

Accordingly, the following systemic improvements are required to be implemented:

- Concerned Executives who are requesting for creation of BG as required by any customer should fill and provide data with uniformity. PO/WO no., project category and project sub category fields should be mandatory.

- After BG creation, BG No. and BG Bank Name must be filled by concerned Finance Executive with all the details.

The above systemic improvements may be brought to the notice of all concerned in CO/Regions and REL for compliance.

This issues with approval of CVO.



14/10/2021

(Alok V Agnihotri)
Jt. GM/Vigilance

GM(Fin)

NOTE

Sub: Systemic Improvements of Attendance Register of Regular Employees of CO/EKN.

During Inspection of Attendance Register of Aug-Sept-21 -Regular Employees of CO/EKN, certain systematic shortcomings were observed. Details are as below:

1. No Authorized Signatory is counter-signing the Attendance register after day wise closing.
2. Some officials are marked cross and some are left blank, even after few days.
3. Name of some officials are deleted from register in the mid of the month.

Accordingly, the following systemic improvements are required to be implemented:

- Every day before closing the register every blank attendance should be marked as absence/leave/tour etc.
- Authorized Competent authority must sign on day to day basis after closing the register indicating the total number of absences on that day.
- Deduction of Leave, if any, as per the office order, is to done after the concurrence of Controlling Officer.

Compliance report may be submitted to this office within two weeks. This issues with the approval of CVO.


14/10/2021
(Alok V Agnihotri)
Jt. GM/Vigilance

GM(HR)

No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-1

Date: 14.10.2021

NOTE**Sub: Systemic Improvements of Attendance Register of Outsource Employees of CO/EKN.**

During Inspection of Attendance Register of Aug-Sept-21 -Outsource Employees of CO/EKN, certain systematic shortcomings were observed. Details are as below:

1. On same date register of regular employees is closed (marking cross), while Outsource Register is left blank.
2. No Authorized Signatory is counter-signing the Attendance register after day wise closing.
3. Some officials are marked cross and some are left blank, even after few days.
4. Name of some officials are deleted from register in the mid of the month.

Accordingly, the following systemic improvements are required to be implemented:

- Every day before closing the register every blank attendance should be marked as absence/leave/tour etc.
- Authorized Competent authority must sign on day to day basis after closing the register indicating the total number of absences on that day.
- Deduction of Leave, if any, as per the office order, is to done after the concurrence of Controlling Officer.

Compliance report may be submitted to this office within two weeks. This issues with the approval of CVO.


 (Alok V Agnihotri)
 Jt. GM/Vigilance

GM(HR)



No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-1

Date: 14.10.2021

Regional General Manager
Eastern Region
RailTel Corporation of India Limited
3rd Floor, Chatterjee International Centre
33-A, Jawaharlal Nehru Road
Kolkata-700071

Sub: Systemic Improvements related to Scrutiny of Tender files in Project Procurement and Tender department of Eastern Region and inspection of attendance register done at Eastern Region Network Operation Centre (ER NOC).

1) During Scrutiny of Tender files in Project Procurement and Tender department of Eastern Region, following systemic shortcomings are found:

- a. In files, some blank pages were having serial number marked on them.
- b. On some pages, signatures were there without name and designation of officials.

Accordingly, the following systemic improvements are required to be implemented:

- Serial Number should not be put on blank pages and blank pages should be cancelled/crossed.
- Signature must always have name and designation of officials.

2) During Inspection of Regular Staff, SDH Outsourced staff and MPLS Outsourced staff attendance register of June- August 2021 of Eastern Region Network Operation Centre (ER NOC), following systemic shortcomings are found:

- a. Attendance sheets/register of regular and outsourced staff deployed at SDH and MPLS were not counter signed by any official.

Accordingly, the following systemic improvements are required to be implemented:

- Attendance Register of Outsourced staff deployed at SDH and MPLS must be counter signed or forwarded by Asst. GM or DGM/NOC/ER or any RailTel's Regular officials looking after regular operations of MPLS/SDH NOC on daily basis.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (एन एलसी का उपकरण)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2000GOI187905

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- Attendance Register of Regular staff deployed at Eastern Region Network Operation Centre (ER NOC) must be counter signed or forwarded by Dy General Manager/NOC/ER on daily basis.

This issues with approval of CVO.


14/10/2024
(Alok V Agnihotri)
Jt. GM/Vigilance



No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-1

Date: 04.01.2022

Regional General Manager
Eastern Region
RailTel Corporation of India Limited
3rd Floor, Chatterjee International Centre
33-A, Jawaharlal Nehru Road
Kolkata-700071

Sub: Systemic Improvements related to Eastern Region Kolkata store faulty, repairable equipment and Working Circuit Reconciliation of circuits and imprest claims of employees under Eastern Region.

During Scrutiny of Eastern Region Kolkata store faulty and repairable equipment records, following systemic shortcomings are found:

- a) It is observed that equipment being submitted are being reissued after repair in random order.

Accordingly, the following systemic improvements are required to be implemented:

- Repaired equipments must be reissued in order of entry of their repair dates i.e, repaired equipments must be used in First repaired First out manner (FIFO). Signature must always have name and designation of officials.
- 2) During Inspection of Regular Staff, SDH Outsourced staff and MPLS Outsourced staff attendance register of June- August 2021 of Eastern Region Network Operation Centre (ER NOC), following systemic shortcomings are found:

- a. Regular Reconciliation of working circuits is not being done periodically.

Accordingly, the following systemic improvements are required to be implemented:

- Regular Reconciliation of working circuits finance must be ensured to avoid possibility of revenue leakage.
- 3) During Inspection/scrutiny of imprest details of RailTel HR Iexpense Claim Summary Report of 4 employees of Eastern Region (1. Amit Kumar Kosta, 2. Sh Hiralal Tannath Petkar, 3. Sh Piklu Biswas, 4. Sh Siddharth Ghosh) from 01.04.2021 to till date, following systemic shortcomings are found:

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RailTel Corporation of India Ltd. (A Government of India Undertaking)

CIN : L64202DL2000GOI107905

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- a. Some Expense Sub category under imprest expense category is left blank by employees during claiming the imprest in ERP.
- b. Misc Sub category of imprest expense category is being used for claiming considerable amount under imprest. Some detailed description of these miscellaneous amount should be provided in ERP by employees.

Accordingly, the following systemic improvements are required to be implemented:

HR should only approve and process imprest claims only if:

- No Expense Sub category under imprest expense category is left blank by employees during claiming the imprest in ERP.
- Detailed description of these miscellaneous amount claimed under Misc Sub category of imprest expense category should be provided in ERP by employees.

This issues with approval of CVO.


(Alok V Agnihotri)
Jt. GM/Vigilance



No. RCIL/CO/2022/VIG/Vigilance/Internal Corr./057/Vol-1

Date: 01.06.2022

1. Executive Directors/Regional General Managers
Northern, Eastern, Southern and Western Regions
RailTel Corporation of India Ltd.
New Delhi, Kolkata, Secunderabad & Mumbai
 2. Executive Directors, Group General Managers and General Managers
Corporate Office, RailTel Corporation of India Ltd.
- Sub: Systemic Improvements related to change in details of Nodal Officer (Integrity Pact) in Tender document.**

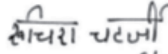
In reference to above subject, it has been recently observed that the Nodal Officer for IEMs is mentioned as CVO/RailTel providing the address of EKN CO and email id as cvo@railtelindia.com in tender documents. In addition, the name of IEMs and their mail id is also mentioned.

Vide CVC Circular no. 015/VGL/091 dated 25.01.2022 related to Adoption of Integrity Pact- Revised Standard Operating Procedure, para 3.5 mentions that "The purchaser/procurement wing of the organization would be the focal point for the implementation of IP (Integrity Pact)". and para 4.12 mentions that "The role of the CVO of the organization shall remain unaffected by the presence of IEMs. A matter being examined by the IEMs can be separately investigated by the CVO in terms of the provisions of CVC Act or Vigilance Manual, if a complaint is received by him/her or directed to him/her by the Commission".

Thus, in cases where CVO is mentioned as Nodal Officer (for Integrity Pact), the complaints shall invariably be marked to CVO. This would result in failure of provisions under Integrity Pact.

Accordingly, the following systemic improvements are required to be implemented:

"All concerned department floating the tender must mention the details of any official from concerned department as Nodal Officer in all future Tender document having Integrity Pact clause. In such cases where tender is already floated, a corrigendum accordingly should be issued through approval of competent authority".


01.06.2022
(रुचिरा चटर्जी)

महाप्रबंधक/ सतर्कता

Copy to:

- i) OSD to CMD for kind information of CMD.
- ii) DF & DNPMM for kind information.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
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No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-2

Date: 03.06.2022

Executive Director
Southern Region,
RailTel Corporation of India Limited,
1-10-39 to 44, 6A, 6th Floor,
Gumidelli Towers, Begumpet Airport Road,
Opp. Shoppers Stop, Hyderabad- 500016

(Kind Attention- Ms Pratibha Yadav, GM/Chennai)

Sub: Systemic Improvements related to Chennai Territory, Southern Region Inspection in presence of GM/Vigilance.

VSS System: During Inspection of VSS System Provided at Mylapore Railway station (MTMY), following systemic shortcomings are found.

- a. It is observed that 40 cameras (27 fixed bullet, 6 fixed dome, 3 PTZ & 4 4KUHD cameras) are being monitored at RPF Thana Mylapore Railway station (MTMY) Chennai. All Cameras was checked and 38 cameras are found working satisfactorily. 2 no of fixed bullet type of cameras are not found working and it was not in knowledge of RailTel officials.

Accordingly, the following systemic improvements are required to be implemented:

- Working of CCTV cameras should be periodically checked. Faulty cameras must be repaired/ replaced timely as cameras are covered in AMC/warranty under PO/LOA.
- 2) Egmore POP inspection: During Inspection of Egmore POP (Chennai Territory Office)- O&M Registers/records, following systemic shortcomings are found:
- a. O&M Registers/records to be maintained by O&M field executives (Egmore POP -Chennai Territory Office) are not as mentioned in O&M Manual (issued in Nov 2021).

Accordingly, the following systemic improvements are required to be implemented:

- All Records/Registers must be maintained according to Para 8 (records required to be maintained) and format mentioned Para 11(annexures) of O&M Manual issued in NOV 2021.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)

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3) Diesel Stock Register and DG Running Register: During Inspection of DG set and record related to it at Egmore POP (Chennai Territory Office), following systemic shortcomings are found:

- a. No regular staff is countersigning the readings being entered in registers. Registers are maintained and signed by contractual/outsource staff.

Accordingly, the following systemic improvements are required to be implemented:

- Diesel Stock Register and DG Running Register must be countersigned/signed by Regular official of RailTel.
 - Issuance of SOP (standard Operating Procedure) regarding the purchase, Transportation and re-filling of DG set Reservoir and monitoring of consumption.
- 4) Quotation Register: During Inspection of Quotation Register (Chennai Territory Office) Egmore POP (Chennai Territory Office), following systemic shortcomings are found:
- a. The Register does not provide usage of the annual ceiling limit of concerned approving authority.
 - b. Quotation inviting letter doesn't have a quotation number.
 - c. Details of receiving time and date of offers are not being maintained.
 - d. Quotation opening details don't have time of opening of offers.

Accordingly, the following systemic improvements are required to be implemented:

- The Register does not provide usage of the annual ceiling limit of concerned approving authority. This must be invariably mentioned.
- The Register having annual ceiling limit must be signed by finance after each case.
- A register showing full particulars of the work indicating names of the firms with addresses from whom quotations are invited and awarded will be maintained by each officer, annual ceiling to be vetted by finance on this register.
- Quotation inviting letter must have a quotation number (sequence wise, year wise) like tenders. This must also be mentioned in quotation opening register with other details at time of opening and as well as reference of PO/LOA with value of PO/LOA along with firm name.
- The receiving of offers from the firms must be entered duly mentioning date and time. This must be signed by concerned official of RailTel.
- Quotation opening details should also have time of opening of offers with signature of both technical and finance executive otherwise if finance executive is connected through TP, then screenshot of TP screen should be attached showing time and date for confirmation.



5) Attendance Register: During Inspection of Regular Staff, Outsourced staff and housekeeping staff attendance register of April 2022 of Chennai Territory Office, following systemic shortcomings are found:

- a. Attendance sheet was not counter signed or forwarded by competent authority/ Senior officer of RailTel.

Accordingly, the following systemic improvements are required to be implemented:

- Attendance sheet must be counter signed or forwarded by competent authority/ Senior officer of RailTel.

 03-06-2022
(Ruchira Chatterjee)
General Manager/Vigilance

Copy to:

- i) OSD to CMD for kind information of CMD.
- ii) DF & DNPM for kind information.
- iii) EDs/RGMs of NR,ER & WR for kind information.
- iv) EDs/GMs of CO for kind information.



No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-1

Date: 28.06.2022

ED/Northern Region
RailTel Corporation of India Limited
6th Floor, 11rd Block,
Delhi Technology Park, Shastri Park,
Delhi-110053

विषय: नई दिल्ली रेलवे स्टेशन पर स्थापित वाई-फाई (Wi-Fi) के लिए उत्तरी क्षेत्र से संबंधित प्रणालीगत सुधार (Systemic Improvements)।

During Inspection of working of Wi-Fi installed at New Delhi Railway Station, certain systematic shortcomings were observed by Vigilance Officer. Details are as below:

1. Equipment (AP, AS, FS & UPS), were kept faulty in the network.
2. Inspection registers are not maintained for this installation.

Accordingly, the following systemic improvements are required to be implemented:

- For the replacement of faulty equipment (AP, AS, FS & UPS), spares must be kept with the team so as to minimize the down time.
- The purpose of installation of UPS is defeated if it is not generating the desired back up. It is required to repair the same immediately.
- Inspection Register to be maintained for inspection (on Fortnightly/Monthly/Quarterly basis) by the in charge of Section (Tier-I, Tier-II and Territory Manager)

Compliance report may be submitted to this office within a month.

रुचिरा चटर्जी
(रुचिरा चटर्जी)
महाप्रबंधक/सतर्कता

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2009GOI107905

Registered & Corporate Office : Plot-A, 6th Floor, Office Block, Tower-2, East Kirti Nagar, New Delhi - 110023
T : +91 11 22900600, F +91 11 22900699 | Website : www.railtelindia.com



No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-1

Date: 28.06.2022

ED/Northern Region
RailTel Corporation of India Limited
6th Floor, IIIrd Block,
Delhi Technology Park, Shastri Park,
Delhi-110053

विषय: आदर्श नगर रेलवे स्टेशन पर स्थापित वीएसएस (VSS) के कामकाज के निरीक्षण के लिए उत्तरी क्षेत्र से संबंधित प्रणालीगत सुधार (Systemic Improvements)।

During Inspection of working of VSS installed at Adarsh Nagar Railway Station, certain systematic shortcomings were observed by Vigilance Officer. Details are as below:

1. 15 Cameras installed- 10 are in working condition, 5 Cameras are not working due to fault conditions and faulty access switch. Also, all Cameras are in very poor condition, huge amount of dust/dirt accumulated on them, due to which visibility is not clear.
 2. 3 no. of LED/LCD screens were placed in the room (2 no. of 55 inches and 1 no. of 42 inches) which were not utilized for the live screening of cameras and were switched off. 42 inches screen was placed in box and kept power off.
-
3. The room was in a situation, it appeared that no one has visited there since months, as all the equipment were covered with thick layer of dust.
 4. It is also noted that inventory list is not available with the Section in charge. Also, when the RPF person was called, it was observed that the equipment and cameras were not handed over to RPF officials.

Accordingly, the following systemic improvements are required to be implemented:

- The purpose of installation of VSS/CCTV cameras is defeated if it is not available with the RPF in their control room. The same should be handed over to RPF immediately and efficient working of the installed system should be ensured.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2000GOI107905

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- Inventory list must be maintained as per the supplied and installed items.
- Inspection Register to be maintained for inspection (on Fortnightly/Monthly/Quarterly basis) by the in-charge of the Section (Tier-I, Tier-II and Territory Manager).
- For the replacement of faulty equipment(s) (Camera, Switch & UPS), spares must be kept with the team so as to minimize the down time.
- Since VSS/CCTV system was installed at several railways stations, maintenance of Cameras (cleaning) should be done frequently to enhance visibility. Moreover, due to vibrations of running trains there might be change in orientation/view of camera, the same may be attended timely.

Compliance report may be submitted to this office within a month.

रुचिरा चटर्जी 28.6.2022
(रुचिरा चटर्जी)
महाप्रबंधक/सतर्कता

0/0



संख्या आरसीआईएल/सीओ/2021/विम/सतर्कता/निरीक्षण/039/वॉल्यूम-2

दिनांक: 10.08.2022

कार्यकारी निदेशक,
दक्षिणी क्षेत्र,
रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड,
1-10-39 से 44, 6 ए, 6 वीं मंजिल,
मुमिद्रेली टावर्स, बेगमपेट एयरपोर्ट रोड,
शॉपर्स स्टॉप के सामने, हैदराबाद- 500016

(Kind Attention- सुश्री प्रतिभा यादव, जीएम/चेन्नई)

विषय: चेन्नई क्षेत्र, दक्षिणी क्षेत्र निरीक्षण से संबंधित प्रणालीगत सुधार.

Wi-Fi System: During Inspection of Wi-Fi System Provided at Egmore Railway station (MS), following systemic shortcomings are found:

- a. It is observed that 51 (39 Outdoor+12 Indoor) Wi-Fi antennas, Fiber switch – 6 no's, Access switches – 22 no's & UPS 3 KVA – 6 no's are provided at station. Construction work is in progress at Platforms & FOR due to which 2 Fiber switches, 5 AS and 2 UPS are temporarily removed. However, Wi-Fi periodic testing/maintenance register and inventory register was not available at Egmore Railway station.

Accordingly, the following systemic improvements are required to be implemented:

- Working of Wi-Fi system should be periodically checked & entries must be made in registers regarding status of periodic testing, detail of faulty equipment and action taken. Faulty Wi-Fi Antennas must be repaired/ replaced on priority.
- 2) Attendance Register: During Inspection of Regular Staff, Outsourced staff and housekeeping staff attendance register of June, July 2022 of Chennai Territory Office, following systemic shortcomings are found:
 - a. Attendance sheet was not counter signed or forwarded by competent authority/ Senior officer of RailTel.

Accordingly, the following systemic improvements are required to be implemented:

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RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2000GO1107905

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T : +91 11 22900600, F : +91 11 22900699 | Website : www.railtelindia.com

स्वीकारा चलेगी

- Attendance sheet must be counter signed or forwarded by competent authority/ Senior officer of RailTel.

Compliance report may be submitted to this office within two weeks. This issues with approval of CVO.

रुचिरा चटर्जी 10.08.2021
(रुचिरा चटर्जी)
महाप्रबंधक/सतर्कता

प्रतिलिपि :

- i) OSD to CMD for kind information of CMD.
- ii) DF & DNPM for kind information.
- iii) EDs/RGMs of NR, ER & WR for kind information.
- iv) EDs/GMs of CO for kind information.



Date: 18.08.2022

No. RCIL/CO/2021/MIG/Vigilance/inspection/039/VOL-1

क्षेत्रीय महाप्रबंधक / पश्चिमी क्षेत्र
रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड
पश्चिम रेलवे माइक्रोवेव कॉम्प्लेक्स,
सेनापति बापट मार्ग, महालक्ष्मी,
मुंबई- 400013

(कृपया ध्यान दें: - श्री पवन कुमार भार्गव, टीएम/भोपाल)

विषय: भोपाल टेरिटरी में स्थित लास्ट माइल कनेक्टिविटी (LMC) के लिए पश्चिम क्षेत्र से संबंधित प्रणालीगत सुधार (Systemic Improvements)

During Investigation of one of the complaints with regard to processing of LMC invoices and release of payments in Bhopal Territory, certain systematic shortcomings were observed by Vigilance Officer. Details are as below:

1. The PO for the LMC links were issued after the commencement of the services and also delay is observed in processing the invoices for payments by RailTel, since the date of invoice is much prior to the date of processing the invoice and release of payment.

Accordingly, the following systemic improvements are required to be implemented:

- It is recommended that Field Official has to ensure that after completion of delivery period, the Vendor must submit the invoice within 10 days and also mention the receipt date of invoice and same should be processed for further payment within 7 days. In case it could not be processed within mentioned time, sufficient reason may be justified in file/document while processing the payments.
- The record should be maintained by the Territory Office for tracking the invoice submitted by the firm and release of payment.

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T: +91 11 22900000, F: +91 11 22900699 | Website: www.railtelindia.com

- In the investigation, it is also observed that two copies of same invoices have been found with different invoice date which is highly inappropriate. This casual approach towards dealing with official documents should be avoided.
- Further, it is also advised that a format (attached in Annexure-1) must be implemented in all vendor payments and must be mutually signed by the Firm Representative and RailTel Official (Regular). This format henceforth must be sent with invoice compulsorily to Finance for making the payment.

अनुपालन प्रतिवेदन एक माह के भीतर इस कार्यालय को प्रस्तुत करना होगा।

रुचिरा चटर्जी 18.08.2022
 (रुचिरा चटर्जी)
 महाप्रबंधक/सतर्कता

सूचना एवं आवश्यक कार्यवाही हेतु प्रतिलिपि: -

- 1) OSD to CMD.
- 2) DNPM and DF.
- 3) All EDs/RGMs- ER, NR, SR, RailTel Corporation of India Limited.
- 4) All EDs/GMs, Corporate Office, RailTel Corporation of India Limited.

Annexure-1

Format for receiving the Vendor Invoice.

Name of Firm:

LOA/PO Ref:

Invoice No.	Invoice Date	Nature of Service	Period of Service	Amount of Invoice

Date of Receiving in RailTel Office:

Reason for delayed submission (if any):

(Vendor/Firm Representative)

(RailTel Official)

No. RCIL/CO/2022/VIG/Vigilance/Internal Corr./057/Vol-1

Date: 12.09.2022

NOTE

Sub: Systematic Improvements - Technological Initiative for providing the facility for Online Submission and Tracking the Vendor's Bill/Invoice raised to RailTel.

In various complaints received from the Vendors/Firms, it is observed that payment to Vendor is delayed due to following reasons:

- a) Delay in Submission of Invoice by the Vendor after the due date.
- b) Delay in Processing the Invoice by RailTel Officials after necessary verifications.
- c) Delay in Release of Payment due to any shortcomings/deficiency observed during the process of payments.

Delay in any of the above cases may have GST implications for both the parties, which can be avoided if the Bills/Invoices are processed timely.

2. It is suggested that ERP team may explore developing an application integrated with ERP portal where Vendor/Firm may be able to submit their Invoices. Suitable access may be provided to Vendor/Firm to track their Bills/Invoices. During creation of this application necessary consultation and deliberations with the stakeholders may be done, if required. Compliance/ATR should be submitted by the ERP team within 15 days.

This issues with approval of CVO.


Gaurav Piplani
(Sr.Manager/Vig-II)

GM/Vigilance



12.09.2022

GM/ATP



संख्या आरसीआईएल/सीओ/2022/विग/सतर्कता/MW-टॉवर/062/वॉल्यूम-1

दिनांक: 12.09.2022

कार्यकारी निदेशक/ POM,
टॉवर-II, कॉर्पोरेट कार्यालय,
ईस्ट किडवाई नगर,
नई दिल्ली-110023

विषय: उत्तरी क्षेत्र निरीक्षण से संबंधित

During Inspection of MW Tower at Hissar Station POP, it was observed that Tower was not painted and not being maintained despite AMC. On further investigation, several shortcomings were found.

(A) Accordingly, the following systemic improvements are advised:

- Noting for any decision/extension of time etc should come from someone below decision maker and officer entitled to take a decision should consider it after recording the reasons for his decisions. Deemed to be self-approved is not the proper procedure.
- The PBG submission & agreement signing proceedings to be carried out within stipulated time period as per conditions mentioned in the tender document/LOA.
- If the Firm is not doing work satisfactorily, after due review the decision to terminate the contract and action against such Firm may be initiated. The action taken proceedings should be communicated to all Departments & Regions of RailTel.
- Recording of minutes of online/physical meetings taken place with the Firm must be maintained.
- A time bound closure process of earlier work done should be carried out duly signed by the firms representative and RailTel against the incomplete contract work. This document must be placed on file before re-tendering to avoid disputes/litigation in future.

It is advised that above System improvements may be circulated to all regions for implementation at their end.

(B) In addition,

- NR has been advised for blacklisting of firm M/s AJ Infra, No. B-205, United Elysiu-2, Channasandra, Bengaluru Urban, Karnataka-560067 for failure in completing the work.
- Accordingly, it is advised that a List of Black listed firms be maintained in CO and is periodically updated on portal. The list of Black Listed firms to be circulated from time to time to all authorities.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : U64202DL2000GOI107905

सिद्धांत चटर्जी

Registered & Corporate Office : Plate-A, 6th Floor, Office Block, Tower-2, East Kidwai Nagar, New Delhi - 110023
T : +91 11 22900600, F +91 11 22900699 | Website : www.railtelindia.com

Compliance report may be submitted to this office within two weeks. This issues with approval of CVO.

12-09-2022

(रुचिरा चटर्जी)

महाप्रबंधक/सतर्कता

प्रतिलिपि :

- i) OSD to CMD for kind information of CMD.
- ii) ~DF & DNPM for kind information.
- iii) EDs/RGMs of NR, SR, ER & WR for kind information.
- iv) EDs/GMs of CO for kind information.



No. RCIL/CO/2021/VIG/Vigilance/Inspection/039/VOL-1

Date: 16.09.2022

A mini
ratna enterprise

क्षेत्रीय महाप्रबंधक / पश्चिमी क्षेत्र
रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड
पश्चिम रेलवे माइक्रोवेव कॉम्प्लेक्स,
सेनापति बापट मार्ग, महालक्ष्मी,
मुंबई- 400013

(कृपया ध्यान दें: - श्री पवन कुमार भार्गव, टीएम/भोपाल)

विषय: भोपाल टेरिटरी में स्थित उपस्थिति रजिस्टर -कार्यालय के नियमित कर्मचारी के लिए पश्चिम क्षेत्र से संबंधित प्रणालीगत सुधार (Systemic Improvements)

During Inspection of Attendance Register of Outsource Employees at Bhopal Territory Office, certain systematic shortcomings were observed by Vigilance Officer. Details are as below:

1. No Authorized Signatory is counter-signing the Attendance register after day wise closing.
2. Some officials are marked cross and some are left blank.

Accordingly, the following systemic improvements are required to be implemented:

- Every day before closing the register every blank attendance should be marked cross.
- Authorized Competent authority must sign on day to day basis after closing the register indicating the total number of cross on that day.
- Deduction of Leave, if any, as per the office order, is to be done after the concurrence of Controlling Officer.

अनुपालन प्रतिवेदन एक माह के भीतर इस कार्यालय को प्रस्तुत करना होगा।

रुचिरा चटर्जी
(रुचिरा चटर्जी)
महाप्रबंधक/सतर्कता

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)

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T : +91 11 22900600, F +91 11 22900699 | Website : www.railtelindia.com



Date: 16.09.2022

No. RCIL/CO/2021/VIG/Vigilance/Inspection/039/VOL-1

क्षेत्रीय महाप्रबंधक / पश्चिमी क्षेत्र
रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड
पश्चिम रेलवे माइक्रोवेव कॉम्प्लेक्स,
सेनापति बापट मार्ग, महालक्ष्मी,
मुंबई- 400013

(कृपया ध्यान दें: - श्री पवन कुमार भार्गव, टीएम/भोपाल)

विषय: भोपाल टेरिटरी में स्थित उपस्थिति रजिस्टर -कार्यालय के आउटसोर्स कर्मचारी के लिए पश्चिम क्षेत्र से संबंधित प्रणालीगत सुधार (Systemic Improvements)।

During Inspection of Attendance Register of Outsource Employees at Bhopal Territory Office, certain systematic shortcomings were observed by Vigilance Officer. Details are as below:

1. No Authorized Signatory is counter-signing the Attendance register after day wise closing.
2. Some officials are marked cross and some are left blank.

Accordingly, the following systemic improvements are required to be implemented:

- Every day before closing the register every blank attendance should be marked cross.
- Authorized Competent authority must sign on day to day basis after closing the register indicating the total number of cross on that day.
- Deduction of Leave, if any, as per the office order, is to be done after the concurrence of Controlling Officer.

अनुपालन प्रतिवेदन एक माह के भीतर इस कार्यालय को प्रस्तुत करना होगा।

श्रीचिरा चटर्जी
(रुचिरा चटर्जी)
महाप्रबंधक/सतर्कता

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
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No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-2

Date: 06.10.2022

**Executive Director
Northern Region,
RailTel Corporation of India Limited,
New Delhi-110053**

Sub: Systemic Improvements related to vigilance inspection on 25.08.2022 and 26.08.2022 at Chandigarh Territory, Northern Region.

SOP/Fund Register: During inspection of SOP/Fund Register of Chandigarh Territory Manager, following shortcomings were observed:

- i) Annual ceiling limit of SOP Paras and pending balance amount out of annual ceiling limit of SOP Paras of concerned approving authority is not being mentioned in Register.
- ii) Executives are doing entry without signature in Register.

Accordingly, the following systemic improvements are required to be implemented:

- The Register must provide usage of the annual ceiling limit of SOP Paras of concerned approving authority. This must be invariably mentioned.
- Entry with balance amount out of annual ceiling limit of SOP Paras must be made by concerned executive and then counter signed by competent authority as finance members are not available at Chandigarh territory.

2) Quotation Register: During inspection, TM Chandigarh informed that no quotation Register or any record is being maintained at Chandigarh Territory Office.:

Accordingly, the following systemic improvements are required to be implemented:

- A Quotation Register and records should be maintained in each office where process of opening of quotation is done as per SOP Para W2/2.2 & W3/3.4. of SOP.
- As a compliance of system Improvement, Record maintenance from Apr 2022 to till date should be updated and copy of same should be submitted to Vigilance Department. It is in line with 3-month preventive vigilance campaign under VAW 2022 of CVC.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
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This may be circulated to all territory offices under Northern Region for implementation, if required. Compliance report may be submitted to this office within two weeks.

This issues with approval of CVO.

 06.10.2022
(Ruchira Chatterjee)
General Manager/Vigilance

Copy to:

- i) OSD to CMD for kind information of CMD.
- ii) EDs/RGMs of ER, SR & WR for kind information and for necessary implementation in their offices, if required.

No. RCIL/CO/2020/VIG/Vigilance/APR/033/Vol-2

Date: 06.10.2022

NOTE

Sub: Systemic Improvements regarding filing of immovable/movable property transactions in ERP as per CDA rules of RailTel.

During Inspection of Immovable/ Movable Property Transactions Submitted ERP Reports, certain systemic shortcomings were Observed. Details are as below:

A. For ~~Immovable~~ ~~ERP~~: following systemic shortcomings were observed:-

- i) Some employees are applying for Prior intimation of transaction, some are applying for intimation of transaction and some are applying for sanction of transaction of immovable/ movable property transactions. This shows that CDA Rules of RailTel are not being followed.
- ii) ERP is not customised as per Rule 16 particularly under para 1,2 & 3 of CDA rules of RailTel which is in line with DoPT guideline and CVC instruction for immovable/movable transaction's permission/intimation.

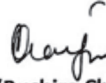
Accordingly, the following systemic improvements are required to be implemented:

- All filing of immovable/movable property transactions must be ensured as per CDA Rules of RailTel as provided under Rule 16 particularly under para 1,2 & 3. The Rule 16 Para 1, 2 & 3 states that:
 1. No employee of the Corporation/Company shall, except with the previous knowledge of competent authority, acquire or dispose of any immovable property by lease, mortgage purchase, sale, gift or otherwise, either in his/her own name or in the name of any member of his/her family.
 2. No employee of the Corporation/Company shall, except with the previous sanction of competent authority, enter into a transaction concerning any immovable or movable property with a person or a firm having official dealings with the employee or his/her subordinate.
 3. Every employee of the Corporation/Company shall report to competent authority, every transaction concerning movable property owned or held by him/her in his own name or in the name of any member of his/her family, within one month from the date of such transaction, if the value of such property exceeds more than two month's basic pay of the employee.

These are also in line with DoPT & CVC instructions.

In addition, keeping with the spirit of CVC 3-month preventive vigilance VAW-2022 campaign, it is suggested that all employees may be asked to provide/submit such transaction which they may have not done earlier, till 15.11.2022 as a preventive vigilance one time drive.

This issues with approval of CVO.



(Ruchira Chatterjee)

General Manager/Vigilance

✓
Addl. GM/P&A

Rg
Seps
PA to Addl. GM/P&A
06/10/22



No. RCIL/CO/2021/MIG/Vigilance/inspection/039/VOL-2

दिनांक: 28.12.2022

कार्यकारी निदेशक
परियोजना और परिचालन एवं अनुरक्षण,
रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड,
कॉर्पोरेट कार्यालय
नई दिल्ली

विषय: परिचालन एवं अनुरक्षण मैनुअल के अनुसार पॉप पर परिचालन एवं अनुरक्षण रजिस्टर अपडेशन से संबंधित प्रणालीगत सुधार।

During inspection of O&M Registers at PoPs, following systemic shortcomings are found:

- > O&M Registers to be maintained by O&M field executives are not as mentioned in O&M Manual (issued in Nov 2021).

Accordingly, the following systemic improvements are required to be implemented:

- All Registers/Records must be maintained according to Para 8 (records required to be maintained) and format mentioned in Para 11(annexures) of O&M Manual issued in NOV 2021.

This may be circulated to all Regional and Territory Offices for implementation. Compliance report may be submitted to this office within two weeks.

This issues with approval of CVO.

राजेश चटर्जी
(रुचिरा चटर्जी)
महाप्रबंधक/सतर्कता

Copy to:

- विशेष कार्यधिकारी (अध्यक्ष और प्रबंध निदेशक) को अध्यक्ष और प्रबंध निदेशक की सूचना के लिए।
- निदेशक (वित्त) और निदेशक (एनपीएम) को सूचना के लिए।

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2000GOI107905

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T : +91 11 22900600, F +91 11 22900699 | Website : www.railtelindia.com

III



RCIL/CO/2021/VIG/Vigilance/Inspection/039/Vol-2

दिनांक: 9.1.2023

क्षेत्रीय महाप्रबंधक/ पूर्वीक्षेत्र,
19 वीं मंजिल, ऑरोरा वाटरफ्रंट बिल्डिंग,
प्लॉट नंबर 34/1, ब्लॉक -जीएन, सेक्टर - वी,
साल्ट लेक सिटी,
कोलकाता-700091, पश्चिम बंगाल

विषय: भुवनेश्वर (क्षेत्र कार्यालय) निरीक्षण से संबंधित

During Inspection of Bhubaneshwar Territory office alongwith Bhubaneshwar & Cuttack POPs, following points were observed :

- Unserviceable Chargers 48 V (Make Amar Raja), Batteries etc are lying in open for disposal.
- Executives are doing entry in SOP Register without signature and also not counter signed by finance member/TM against each entry.

Accordingly, the following systemic improvements are required to be implemented:

- Unserviceable material to be disposed. Vigilance department has issued instructions vide its letter no RCIL/ COMIG/Vigilance/NAV/D60/Vol-1 Dated 4.8.2022 for various preventive vigilance cum internal housekeeping activities for 3 months campaign during period of 16.8.2022 to 15.11.2022 in which all departments were advised to carry out activities including "SN (b) A committee as per scrap policy may be nominated and the work of disposal of unused assets may be carried out in this period". But the same has not been carried out.
- Entry with balance amount out of annual ceiling limit of SOP Paras must be done by concerned executive related to work and then counter signed by TM against each entry as finance members are not available at Bhubaneshwar territory

Compliance report may be submitted to this office within two weeks. This issues with the approval of CVO.

रवि शंकर गौरियान

(रवि शंकर गौरियान)

उप महाप्रबंधक/सतर्कता

Recd
Rajtel
10/1/23

Received
प्रतिनिधि:

- OSD to CMD for kind information of CMD.
- DF & DNP for kind information.
- EDs/RGMs of NR, SR & WR for kind information.
- EDs/GMs of CO for kind information.

Received
Dingran
10/1/2023

Received
Palka
PAH ED/NT

Received
Shukla
PA to Gen Incharge
10.01.2023

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2009GOI107905

Registered & Corporate Office : Plute-A, 6th Floor, Office Block, Tower-2, East Kidwai Nagar, New Delhi - 110023
T : +91 11 22900050, F +91 11 22900699 | Website : www.railtelindia.com

Received
PA to Gen
10-1-23

T



No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-3

Date: 01.03.2023

Executive Director
Northern Region,
RailTel Corporation of India Limited,
New Delhi-110053

Sub: Systemic Improvements related to Thomson Road NOC & PoP inspection.

Thomson Road NOC & PoP inspection: During inspection of Northern Region NOC and Thomson Road PoP, following systemic shortcomings are found:

- In Thomson Road PoP Equipment Room, it was observed that maintenance of cabling and dressing of patch chords in PoP is in very meshy & shabby condition.
- In MPLS NOC, Faulty Switches in approximately 20 were placed in haphazard manner in MPLS NOC.

Accordingly, the following systemic improvements are required to be implemented:

- The Cabling and Patch chords in PoP must be properly dressed and tagged with name of route or circuit etc.
- Faulty Switches must be placed in proper manner and record of faulty switches should be maintained properly.

This may be circulated to all territory offices for implementation, if required. Compliance report may be submitted to this office within two weeks.

This issues with approval of CVO.

रवि शंकर गौरियान
01/03/23
(रवि शंकर गौरियान)
उप महाप्रबंधक/सतर्कता

Copy to:

- OSD to CMD for kind Information of CMD.
- DF & DNPM for kind Information.
- ED/POM for Kind Information.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
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No. RCIL/CO/2022/VIG/Vigilance/Recruitment 2022/071/VOL-1

Date: 01.03.2023

Executive Director/HR
RailTel Corporation of India Limited,
Corporate Office
New Delhi

Subject: Systemic Improvements in Recruitment Process.

During investigation, certain systemic shortcomings are found in recruitment process. In view of the above, system improvement is required to avoid procedural lapses in future. Following systemic improvements may be taken up by HR Department defining clear procedure for each activity:

- (i) The criterion as mentioned in sub para 11.0 of para 2.10, Appendix-I (Direct Recruitment Policy and Procedure) of HR Manual related to shortlisting of candidates for interview i.e., "3 times of the number of vacancies, in order of merit in the written test will be called for comprehension test and interview", must be included in advertised/uploaded vacancy notice to avoid confusion among applicants.
- (ii) Undertaking by all executives/officials involved in selection or recruitment process regarding no conflict of interest of near relative must be taken.
- (iii) There should be detailed terms & conditions related to confidentiality of examination process and conflict of interest for empanelled agency and if empanelled agency is executing the recruitment process through sub-contracting i.e., allotting work to another agency then terms & conditions regarding examination process and conflict of interest should be clear for sub-contractor agency also.

The above system improvements may be followed in the future recruitment processes.

This issues with approval of CVO/RailTel.

(Handwritten signature)
01/03/23
(रवि शंकर गौरियान)
उप महाप्रबंधक/सतर्कता

Copy to:

- i) OSD to CMD for kind Information of CMD.
- ii) DF & DNPM for kind Information.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
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T : +91 11 22900600, F +91 11 22900609 | Website : www.railtelindia.com



No. RCIL/CO/2022/VIG/Vigilance/Internal Corr./057/Vol-1

Date: 17.03.2023

Executive Director/HR
RailTel Corporation of India Limited,
Corporate Office
New Delhi

**Sub:- Systemic Improvement in RailTel Conduct, Discipline and Appeal (CDA)
Rules about filing of Annual Property Return (APR).**

CVC vide OM dt. 16.03.2022 (enclosed) has instructed that *filing of Annual Immovable Property Return (AIPR) on time is pre mandatory condition for grant of Vigilance Clearance. Also, according to Para 7 of Vigilance Clearance Policy of Railtel (enclosed), Vigilance Clearance may be denied to an official if he/she fails to submit his/her annual immovable property return of the previous year by 31st January of following year.*

2. As per Rule 16, 4(e) of RailTel Conduct, Discipline and Appeal (CDA) Rules issued vide Office Order No. 649 dt.09.12.2021, *"every employee shall, beginning 1st January, submit a return of immovable property inherited/owned/acquired once in every two year"*.

3. Hence, as per CVC guideline and Vigilance Clearance Policy of RailTel, Rule 16, 4(e) of Conduct, Discipline and Appeal (CDA) Rules of RailTel must be amended as below:

"Every employee shall submit Annual Property Return (APR) of the previous year by 31st January of following year."

This issues with approval of CVO/RailTel.

Encl: As above

रवि शंकर गौरियान
(रवि शंकर गौरियान)
17/03/23
उप महाप्रबंधक/सतर्कता

Copy to:

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- ii) DF & DNPM for kind information.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
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-III



संख्या आरसीआईएल/सीओ/2021/विग/सतर्कता/निरीक्षण/039/वॉन्म्यू-2

दिनांक: 5.04.2023

कार्यकारी निदेशक/ उत्तरी क्षेत्र,
रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड,
6^थ फ्लोर, ब्लॉक -3,
शास्ती पार्क,
नई दिल्ली-110053

विषय: उत्तरीक्षेत्र निरीक्षण से संबंधित प्रणालीगत सुधार.

During inspection of NR store, Thomson Road, New Delhi; store related registers/books were inspected in March'2023. The following systemic shortcomings are found:

- In SDH DTR, MPLS DTR, Store Register, Gate Pass & Repair and Scrap registers, entries are being done but there are no signatures of store in-charge Sh. Nitin Kumar, Sr. Manager.
- Periodic inspection by Controlling officer (JGM/NOC) is also not being done.
- In Gate pass book, maximum signature done by store helpers on the space meant for 'Signature of Issuing Authority'.
- TP units, OFC Patch cords lying in haphazard manner.
- Lot of Unrepairable/condemned /repairable material is lying in store since long.
- Use of white fluid in correction of balance quantity in item 1G 20 Km SFP.
- Loose electric wiring of wall mounted fan is there.

Accordingly, the following systemic improvements are required to be implemented:

- All entries in DTRs, Gate Pass Book & Stock registers must be signed by Sr. Manager/ Store.
- Controlling Officer (JGM/NOC) should do store inspection in every quarter.
- Fragile material like OFC patch cords, TP units need to be handled and stored carefully.
- Unrepairable material needs to be scrapped and disposed as per policy. Respective TM's or HOD's should utilise power under SOP for repairing faulty material to avoid delay.
- Use of white fluid must be avoided. Any correction, if required should be done by single line cut. Sr. Manager/Store should sign on every correction.
- No loose or bare electric wire should be in store to avoid any fire incident.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2000GOI107905

Registered & Corporate Office : Plato-A, 6th Floor, Office Block, Tower-2, East Kidwai Nagar, New Delhi - 110023
T : +91 11 22900600, F +91 11 22900699 | Website : www.railtelindia.com

Compliance report may be submitted to this office within two weeks. This issues with the approval of CVO.

रवि शंकर गौरियान
05/04/23
(रवि शंकर गौरियान)
उप महाप्रबंधक/सतर्कता

प्रतिलिपि :

- i) OSD to CMD for kind information of CMD.
- ii) DF, DPOM & DNPM for kind information.
- iii) EDs/RGMs of ER, SR & WR for kind information.

नका
PA/DPOM
05/04/23

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PA/DNPM
05/4/2023

Recd.
C Link
S/MS
M/CMD
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I



No. RCIL/CO/2021/VIG/Vigilance/Inspection/039/VOL-3

Date: 12.04.2023

Executive Director
Western Region,
RailTel Corporation of India Ltd
Western Railway Microwave Complex,
Mahalaxmi, Mumbai-400013

Sub: Vigilance Inspection In Mumbai.

CVC has mandated regular periodic and surprise inspections as a preventive measure to enable higher levels of transparency and efficiency in organization. During Vigilance inspection of Andheri PoP, Churchgate PoP, Mumbai Central PoP, Equipment Room at Mahalaxmi and Western Region Mahalaxmi Store during 20-21st March 2023, following observations were made:

Andheri, Churchgate and Mumbai Central PoP:

- i. Tier-I viz. Sh. Ved Tiwari, Tier-II viz. Sh. Girish Kekre and Territory Manager viz. Sh Ravi Kant Prasad have not conducted inspection according to the timelines prescribed in Para 6 (Schedule of Inspection) of O&M Manual.
- ii. Record/Registers are not being maintained as instructed in Para 8 (records required to be maintained) of O&M Manual.
- iii. One Maintenance Book (Some xerox blank pages stapled) is being used in name of record management of PoP which is highly unmanaged. Without taking proper reading, random entries are made in the loose papers about equipment, OFC, battery and charger. These are not entered in the registers. Signature of Shri Ved Tiwari, Sr. Manager/O&M/Andheri (Section In-charge) is found only at few places in maintenance book.
- iv. PoPs are found in very shabby, unmanaged and worst condition.
- v. During Fiber utilization check at Andheri PoP, it is found that two Fiber Optic Joint Enclosure Box with OFC Splicing Tray (Tiffin Type) was seen unused with fiber and patch cord connected to it while customers were already surrendered. There is every doubt of suspicious activity of fiber unauthorized leasing or misuse. The unused Fiber Optic Joint Enclosure Box with OFC Splicing Tray must be removed.
- vi. Rack mounted Fans in equipment rack are not working at Andheri PoP and Churchgate PoP since long time and same is available in Mahalaxmi Store but due to lack ownership of section in-charge, it is not being replaced.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपकरण)
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Mahalaxmi Store:

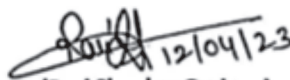
- i. Tally Book entries were randomly checked and found in order.
- ii. Scrapping of unrepairable/condemned material of Group-A type was done in September 2021 and unrepairable/condemned material of Group-B material is in process on file. Scrapping of unrepairable/condemned material must be processed in timely/periodic manner to avoid stacking of unrepairable/condemned material.
- iii. Two filled 100 Litre diesel drums are found inside store. The filled Diesel drums must be kept outside store because it may cause unwarranted accident.

Mahalaxmi Equipment Room:

Earthing done at Mahalaxmi Equipment Room is not being checked periodically. Periodic check of earthing in Equipment Rooms as mentioned in O&M Manual must be done periodically.

2. Based on above observations, following System Improvements are recommended:
 - (i) All Records/Registers must be maintained according to Para 8 (records required to be maintained) of O&M Manual issued in November 2021 and must be in the format as mentioned at Para 11(annexures) of O&M Manual issued in November 2021.
 - (ii) Periodic check of PoPs as mentioned in Para 6 (Schedule of Inspection) of O&M Manual must be done by Tier-I, Tier-II and Territory Manager.
 - (iii) Scrapping of unrepairable/condemned material must be processed in timely/periodic manner to avoid stacking of unrepairable/condemned material.
 - (iv) Drum containing Diesel must be kept outside the store premises to avoid unwarranted accident.
 - (v) Periodic check of earthing in Equipment Rooms as mentioned in O&M Manual must be done regularly.
 - (vi) A separate Fiber Termination Box (FTB)/FMS must be installed to facilitate leased fiber vendors to avoid confusion/misuse.
3. In view of the above, ED/WR may conduct audit of PoPs of Andheri, Churchgate and Mumbai Central and fiber utilization of section. The compliance of audit thereof including action taken report on the above system improvements may be furnished to Vigilance Department by 15.05.2023.

This issues with approval of CVO/RailTel.


(Ravi Shankar Goriyan)
Dy. General Manager/Vigilance

Copy to:

- i) OSD to CMD for kind information of CMD.
- ii) DPOM, DNPB & DF for kind information.

III



दिनांक: 13-04-2023



RCIL/CO/2023/VIG/Vigilance/CTE-DWDM Augmentation-ER/081/Vol-I

कार्यकारी निदेशक/ पूर्वी क्षेत्र
रेलटेल कारपोरेशन ऑफ इंडिया लिमिटेड
19वीं मंजिल, ऑरोरा चार्टर्ड बिल्डिंग,
प्लॉट नंबर- 34/1, ब्लॉक-जी एन, सेक्टर- V,
साल्ट लेक सिटी, कोलकाता-700091,

विषय: पूर्वी क्षेत्र निरीक्षण से संबंधित प्रणालीगत सुधार

In pursuance of CVC mandate, RailTel has been conducting CTE type of inspection. The work of "Solution for DWDM channel capacity augmentation as per the proposed traffic matrix, existing DWDM network configuration and fiber characteristics for the OFC based communication network of RailTel-Section 1" of Eastern Region was taken up for such inspections. After inspecting the relevant files, the following System Improvements are recommended:

- i) The casual nature of TC members was noted while evaluating the tender. It is very unlikely that all the three members of TC inadvertently missed to mention "except M/s Tejas" while evaluating the Make in India provision. They may be cautioned that such errors do not occur in future.
- ii) Against the DOC was 28.02.2023, the progress of testing and commissioning was only 50% by 23.03.2023. The balance work is in progress. While there was urgency for delivery, up-gradation and protection of links for which tender was awarded, there is no such urgency is visible in the execution and completion of the work. It is advised that the work may be completed at the earliest.

2. The action taken response of the above recommendations may be furnished to this Department by 15-05-2023.

This issues with the approval of CVO.

 13/04/23

(रवि शंकर गौरियान)

उप महाप्रबंधक/सतर्कता


प्रतिलिपि:

Received
Chy
13/04/23

OSD to CMD for kind Information of CMD.
DF, DPOM & DNPM for kind Information.



Neha
PS/10M
13/04/23

 PS/10M
17/04/2023

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
CIN : L64202DL2000GOI107905

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RCIL/CO/2023/VIG/Vigilance/CTE-Card Upgradation MPLS-NR/082/Vol-I दिनांक: 24.04.2023

कार्यकारी निदेशक/ उत्तरी क्षेत्र
रेलटेल कारपोरेशन ऑफ़ इंडिया लिमिटेड
छठी मंजिल, तीसरा ब्लॉक, दिल्ली टेक्नोलॉजी पार्क,
शास्त्री पार्क, दिल्ली-110053

विषय: उत्तरी क्षेत्र निरीक्षण से संबंधित प्रणालीगत सुधार

In pursuance of CVC mandate, RailTel has been conducting CTE type of inspection. The work of "Supply of Cards/Modules for Upgradation/Expansion of existing MPLS Router" of Northern Region was taken up for such inspections. After inspecting the relevant files, following shortcomings are found:

- As per PO terms and conditions, "inspection was to be carried out by the authorised representative of RailTel and Cards/ Modules shall be installed by the RailTel personnel under the guidance of tenderer, if required". However, the Pre-dispatch Inspection was only carried out on 2.12.2022 by two AGMs/ CNOG in which the quantity was physically verified resulting into mis-match of power cable supplied by the contractor. Due to these reasons, equipments could not be energised/working till 27.03.2023.
- Payment was released to the contractor on 17.03.2022 without proper inspection report. While there was urgency of increasing Internet traffic and MPLS backbone choking due to traffic for which tender was awarded, no urgency is visible in the execution and completion of the work.

Accordingly, the following systemic improvements are recommended:

- i) The inspection of material is critical. Inspection should be properly done and should cover technical inspection of equipments as per specifications mentioned in tender document instead of physical verification. Payment should be released only after proper inspection certificate by technical executive.
- ii) If urgency is recorded before procurement process, then installation and commissioning should also be monitored accordingly. Since this work was taken up on urgent basis, it should have been completed as per the

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stipulated timelines. As on date, the work has not been completed so far. Therefore, it is desired that the above mentioned work must be completed at the earliest, but not later than 30-05-2023.

2. The action taken response of the above recommendations may be furnished to this Department by 30.05.2023.

This issues with the approval of CVO.

रविशंकर गौरियान
24/04/23
(रवि शंकर गौरियान)
उप महाप्रबंधक/सतर्कता

प्रतिलिपि:

Received
CVO
24/04/23

i) OSD to CMD for kind information of CMD.
ii) DF, DPOM & DNPM for kind information.

Received
Asst. Secy
25/04/23

Received
A
25/04/23

Received
PS/DPOM
25/04/23

II

10



Date: 28.04.2023



No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-3

General Manager/ITP
Corporate Office
New Delhi

Sub: Vigilance Inspection at Data Centre, Gurgaon.

CVC has mandated regular periodic and surprise inspections as a preventive measure to enable higher levels of transparency and efficiency in organization. During Vigilance inspection of Data Centre, Gurgaon, following observations were made:

- i. 3 Number of DG sets (1010 KVA each) installed at DC Gurgaon Sec-44 with 1000 litre auxiliary tank, separately 2 tanks of 15000 litre each are installed.
 - ii. These DG sets are running in 2+1 configuration where standby mode is also done. Load sharing is done through Isolator and controller functionality which is maintained in Electric Room 1.
 - iii. It was observed that one auxiliary tank does not come under the view/access to any of a camera installed.
 - iv. The lock mechanism of the same auxiliary tank was not working fine, thus can be the chances of the theft of the diesel.
 - v. The entries made in the diesel consumption register were over written at some places which may lead to inaccurate monitoring of the diesel consumption.
2. Based on above observations, following System Improvements are recommended:
- All diesel tanks must be in the view/access of the camera installed.
 - The locks of all diesel tanks should be fixed properly so that no miscreant can breach.
 - The diesel consumption register must be filled with accuracy and to be maintained by RailTel regular employee.
 - The measurement of diesel in the auxiliary tank should be monitored with accurate device. Readings of main tank can be cross checked with the auxiliary tanks.
3. The compliance of action taken report on the above system improvements may be furnished to Vigilance Department by 30.05.2023.

This issues with approval of CVO/RailTel.

 28/04/23

(Ravi Shankar Goriyan)
Dy. General Manager/Vigilance

Copy to:

- i) OSD to CMD for kind information of CMD.
- ii) DPOM, DNPM & DF for kind information.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
RailTel Corporation of India Ltd. (A Government of India Undertaking)
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No. RCIL/CO/2021/VIG/Vigilance/inspection/039/VOL-1

Date: 16.05.2023

कार्यकारी निदेशक / पश्चिमी क्षेत्र
रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड
पश्चिम रेलवे माइक्रोवेव कॉम्प्लेक्स,
सेनापति बापट मार्ग, महालक्ष्मी,
मुंबई- 400013

Sub: Systemic Improvements related to Western Region for a tender no. RailTel/WR/E-Tender/OT/2021-22/Tunnel/Communication/R-3 dated 29th April 2022-regarding

During investigation of a complaint regarding the VHF Simplex tender floated in Western Region, it has been observed that the work has been awarded fully (100%) to L2 bidder as the firm was Class-I Local Supplier and had matched the L1 price as per the provisions of Make in India policy. The work whether divisible or indivisible has not been mentioned in the tender document. In absence of such provision, one can construe that work could be divisible. In such a scenario of divisible work, L2 Class-I Local Supplier could have got maximum of 50% of the work and the L1 bidder would have got 50% of the work. It was seen that neither the tender document had this provision of divisibility & indivisibility of work nor TC discussed this provision in the minutes of meeting. To avoid any ambiguity in future, the following systemic improvement is recommended:

"The provision of divisibility and indivisibility of work under the provisions of Make in India policy should be mentioned in the tender document."

(Signature)
16/05/23
(रवि शंकर गौरियान)
उप महाप्रबंधक/सतर्कता

Copy to: -

- 1) OSD to CMD
2) DF, DNPM and DPOM.
3) ED/ER, ED/NR & ED/SR, RailTel Corporation of India Limited.
- Received (Copy) 16/05/23*
3/5/23
6/5/23
16/5/23

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)
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संख्या आरसीआईएल/सीओ/2021/विग/सतर्कता/निरीक्षण/039/वॉन्वूम-2

दिनांक: 17.05.2023

A mini ratna enterprise

कार्यकारी निदेशक/ उत्तरी क्षेत्र,
रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड,
6^थ फ्लोर, ब्लॉक -3,
शास्ती पार्क,
नई दिल्ली-110053

विषय: उत्तरीक्षेत्र निरीक्षण से संबंधित प्रणालीगत सुधार.

During inspection of Jaipur PoP, Assets, Battery Maintenance, OTDR, SOP registers etc were inspected in May'2023. The following systemic shortcomings were found:

- Two released/condemn battery sets of 1000 AH & 300 AH capacity along with one 48 V/50 Amp. charger is lying in premises for more than 2 years.
 - One released 15 KVA Generator (Make Kirloskar) is lying in premises.
- Vigilance Department had issued instructions vide its letter no RCIL/CO/VIG/ Vigilance/VAW/060/Vol.-1 dated 4.8.2022 for various preventive vigilance cum internal housekeeping activities for 3 months campaign during period of 16.8.2022 to 15.11.2022.
 - Despite instructions at para 2 above, the condemned materials are lying in the premises. Therefore, as a part of system improvement, it is recommended that "The released condemn/ unserviceable material to be disposed of as per RailTel scrap policy".
 - Compliance report may be submitted to this office within three months.

(रवि शंकर गौरियान)

उप महाप्रबंधक/सतर्कता

प्रतिलिपि :

- OSD to CMD for kind information of CMD.
- DF, DPOM & DNPM for kind information.
- EDs/RGMs of ER, SR & WR for kind information.

रिश्त
PS/DPOM
17.05.23

PS/DNPM
17/5/23

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No. RCIL/CO/2021/MIG/Vigilance/inspection/039/VOL-1

Date: 12.07.2023

ED/Northern Region
 RailTel Corporation of India Limited
 6th Floor, IIIrd Block,
 Delhi Technology Park, Shastrri Park,
 Delhi-110053

Sub: Systemic Improvements regarding Inspection at Ludhiana RailTel PoP (Equipment Room) in Northern Region.

During Vigilance Inspection of RailTel Equipment Room at Microwave Tower Ludhiana, certain systematic shortcomings were observed as under:

1. Registers were available at Ludhiana Rly Station POP in microwave building premises. Registers were not maintained as per the O&M manual.
2. The entries in the registers had so many corrections which shows that these were not inspected by concerned Tier-2 in charge and TM.
3. Condition of equipment room was very poor including seepage seen at the roof. No labelling was seen on the patch cords. The patch cords were not routed properly and placed in shabby manner. It will cause losses due to bends in the patch cords.
4. Dust was accumulated on the equipment which implies that no regular O&M inspection have been done by any Senior Executive. The same is also reflecting in the inspection registers as there were no entries done by Senior Executive. Howsoever, entries in the register were made, they had overwriting by Field Engineer which indicates that no inspection was done by concerned Tier-2 in charge and TM.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड, भारत सरकार (रेल मंत्रालय) का उपक्रम
 CIN : L64202DL2000GOI107905

Registered & Corporate Office : Plate-A, 6th Floor, Office Block, Tower-2, East Kidwai Nagar, New Delhi - 110023
 T : +91 11 22900600, F +91 11 22900699 | Website : www.railtelindia.com

Accordingly, the following systemic improvements are required to be implemented:

"The POP inspection should be done as per the latest O&M manual and all registers should be maintained accordingly."

Compliance report may be submitted to this office within a month.

This issues with the approval of CA.



(Ravi Shankar Goriyan)
DGM/Vigilance

Copy to:

- i) OSD to CMD for kind information of CMD.**
- ii) DPOM, DNPM & DF for kind information.**
- iii) ED/ER, ED/SR & ED/WR for kind information.**