

तार : }  
TELEGRAMS : }  
टेलिक्स सं. }  
TELEX No. }

"BANKCHALAN"  
बम्बई  
BOMBAY

011-86135

भारतीय रिज़र्व बैंक

केंद्रीय कार्यालय

बैंकिंग परिचलन और विकास विभाग

केन्द्र - 1, विश्व व्यापार केन्द्र,  
कफ़ परेड, कोलाबा, बम्बई 400 005.

टेलीफोन सं. } 2189131-39  
Telephone Nos }  
पोस्ट बॉक्स सं. } 6089  
Post Box No. }

## RESERVE BANK OF INDIA

CENTRAL OFFICE

DEPARTMENT OF ~~BANKING OPERATIONS AND DEVELOPMENT~~ SUPERVISION

CENTRE - 1, WORLD TRADE CENTRE,  
CUFFE PARADE, BOMBAY 400 005.

कृपया उत्तर में लिखें  
Please quote in reply  
संदर्भ डीबीओडी सं.

Ref. No. ~~1118/17.05.001/95~~  
DOS. 11/8/17.05.001/95

May 10, 1995  
Vaishaka , 1916(S)

The Chairmen and Managing Directors  
of All Public Sector Banks and FIs as per list

Dear Sir,

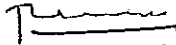
Action Plan on Anti-corruption Measures 1995-96  
Public Sector Banks and Financial Institutions

The monitoring of annual action plan on Anti-corruption measures in public sector banks and financial institutions was so far being done by the Banking Division (Ministry of Finance). The Govt. have since transferred the work relating to collection of data on targets and statistical returns to us from the year 1995-96. The information in the prescribed format has therefore to be furnished to this department from the quarter ended June 1995 instead of to Government of India.

We therefore enclose a copy of the format of annual action plan for your information and necessary action. The format consists of five parts. While part-I lays down quarterly targets for the year, part-II to V pertain to statistical information relating to preventive surveillance, detection aspects and deterrent punitive action. You are, therefore, advised to keep ready the data required as per the format. Meanwhile, we are finalising computer layout and the same will be forwarded to you shortly for submitting the data in floppy discs.

Please acknowledge receipt.

Yours faithfully,

  
(Rudal Ram)  
Deputy General Manager

Encls 9 sheets.

10 13  
**ACTION PLAN ON ANTI-CORRUPTION MEASURES FOR 1995-96** Name of the Bank/PI PART-I

No.	Subject	Action Required	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Remarks
			4.	5.	6.	7.	

**A. PREVENTIVE**  
 i) Studies, for streamlining the existing rules/procedures etc.  
 Each Bank to identify atleast two areas for systems improvement such as streamlining rules/procedures or staffing pattern.  
 Identification of areas. Conduct of study. Improvement and monitoring. This is a continuous process.

(ii) Strengthening of vigilance Machinery.  
 Filling up all vacant posts of CVOs.  
 Review to be completed  
 Continuous action

(iii) Annual Review of Property Returns filed by officers.  
 Preparation of Agreed List.  
 Continuous action

**B. SURVEILLANCE AND DETECTION**  
 Agreed List.  
 Preparation of Agreed List.  
 Preparation .....surveillance.....

**C. DETERRENT PUNITIVE ACTION**  
 No. of cases pending investigation with the CVOs and pending action after investigation, as on 31.3.1995.  
 All cases more than one year old to be disposed of  
 All cases more than 3 months old to be disposed of  
 All cases more than 3 months old to be disposed of  
 All cases to be disposed of.

Comments awaited by the CBI's report.  
 cases pending as on 31.3.1995.

11

3.

2.

All cases to be disposed of.

No. of cases pending as on 31.3.95

Cases pending decision for more than 6 months after CVC's first stage advice

iii)

No. of cases pending as on 31.3.95

Appointment of OIBs nominated by CVC.

iv)

Oral inquiries against III officers & above. Oral inquiries against employees below scale III.

v)

vi)

Cases pending for more than 6 months after CVC's 2nd stage advice.

vii)

CBI cases pending for want of sanction for prosecution.

viii)

Pre-mature retirement of employees under Regulation 19.

ix)

25% to be disposed of. 25% to be disposed of. 25% to be disposed of.

All cases to be disposed of.

All cases to be disposed of.

During the year.

Cases of employees who will be attaining the age of 50/55 years or will be completing 30 years of service qualifying for pension, as the case may be, in the quarter indicated.

- July to Sept. of the same year.
- Oct. to Dec. of the same year.
- Jan. to March of the next year.
- April to June of the next year.

Quarter in which review is to be made.

- 1. January to March
- 2. April to June
- 3. July to Sept.
- 4. Oct. to Dec.

16  
-51-

-3-

1. 2. 3. 4. 5. 6. 7.

D. MONITORING OF VIGILANCE WORK

1. Monthly review of pending investigations, inquiries and other vigilance matter to be done by the CVOs.
2. Quarterly review by Committee consisting of Chairman & RBI/Govt. Directors concerned.
3. Quarterly report to be sent to Deptt. of Personnel and Training.

.....to be done monthly.....

Report to be sent to Deptt. of Pers. & Trg. for the previous quarter along with review report of Chairman by 15th of the month following the quarter.

PREVENTIVE

ITEM

PART -II

(Name of the Bank/Financial Inst)

1. Simplification of Rules and Procedures      Whether study completed      Details of implementation      Remarks

(1) Area/organisation selected.

(11) No. of inspections conducted from 1.4.95

Number Cases detected

Action taken

Remarks

- (a) Regular inspections.
- (b) Surprise inspections.

(111) Annual Review of Property Returns filed by officers.

(1v) Whether a plan for rotation of staff in sensitive areas has been drawn up.

(a) No. of staff working on same post/in the same division for more than 3 years (at the beginning of the quarter).

(b) No. of staff transferred during the quarter, out of col.(a) in pursuance of plan drawn up for rotation of staff.

(c) Reasons for non-implementation of plan for rotation of staff.

2. (\*) Strengthening of vigilance machinery

(1) No. of vacant posts of CVOs as on 31-3-1995.

(11) No. filled up.

(111) Details of vacant posts.

SURVEILLANCE AND DILECTION.

PART- III

(Name of the Bank/Financial Insttt. \_\_\_\_\_)

(1)(a) No of names included in the agreed list ( to be indicated in the return for the first quarters ( In case of the agreed list is not finalised in the first quarter, the number should be indicated in the quarter in which it is finalised).

(b) The details of the surveillance to be indicated from the second quarter onwards.

<u>Over 1 year</u>	<u>Between 6 to 12 months.</u>	<u>Between 3 to 6 months.</u>
--------------------	--------------------------------	-------------------------------

(11) Cases pending investigation with CVOs.

(a) No. pending at the beginning of the quarter.

(b) No. in which investigation has been completed.

(c) No. of cases added during the quarter.

(d) No. carried forward.

(111) Cases pending for communication of comments of department on CBI's investigation report to CVC.

(a) No. pending in the beginning of the quarter.

(b) No. in which comments have been sent in the quarter.

(c) No. of cases added during the quarter.

(d) No. carried forward.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

15

Employees of Public Sector  
Banks

Scale III and above  
Others below scale III including staff

1. 2.

(iv) Cases under investigation

- (a) Depart-mentally
  - less than 3 months
  - 3-6 months
  - more than 6 months.
- (b) By the CBI...
  - less than 3 months
  - 3-6 months
  - more than 6 months.

TOTAL

Action On Investigation reports

less than 3 months.  
more than 3 months.

(

PART-IV

(Name of the Bank/Financial Institution)

<u>PERCENT PUNITIVE ACTION</u>	<u>Over 1 year</u>	<u>Between 6 to 12 months</u>	<u>Between 3 to 6 months</u>
--------------------------------	--------------------	-------------------------------	------------------------------

Cases pending decision for more than 6 months after CVC's first stage advice.

- (a) No. pending in the beginning of the quarter.
- (b) No. decided during the quarter.
- (c) No. of cases added during the quarter.
- (d) No. carried forward.



79  
Cases in which appointment of Commissioners  
Departmental Inquiries nominated by CVC are  
pending for more than 3 months.

- (a) No. of pending at the beginning of the quarter.
- (b) No. in which COI has been appointed.
- (c) No. of C.S.S. added during the quarter
- (d) No. Carried forward.

(iii) Oral Inquiries against scale III Officers and above.

- (a) No. pending at the beginning of the quarter
- (b) No. disposed of
- (c) No. cases added during the quarter
- (d) No. carried forward.

(iv) Oral Inquiries pending against employees below scale III.

- (a) No. pending at the beginning of the quarter.
- (b) No. disposed of
- (c) No. cases added during the quarter
- (d) No. carried forward.

(v) Cases pending for more than 6 months after CVC's second stage advice.

- (a) No. pending at the beginning of the quarter.
- (b) No. decided.
- (c) No. of cases added during the quarter
- (d) No. carried forward.

(vi) Cases pending for want of sanction for prosecuting in CBI cases

- (a) No. pending at the beginning of the quarter.
- (b) No. decided.
- (c) No. of cases added during the quarter
- (d) No. carried forward and reasons for delay in taking a decision in those cases.

(vii) Review under Regulation 19.

- (a) No. of officers due for review.
- (b) No. reviewed.
- (c) No. weeded out decided to be weeded out.
- (d) No. yet to be reviewed with reasons for delay.

(viii) Please indicate whether the return has been reviewed at Chairman's level.

18  
NAME OF THE BANK/FINANCIAL INSTITUTION

PART-V

Employees of public sector  
Banks

Officers of  
scale III &  
above.  
O T H E R S

(1) (2)

I. SUSPENSION

- (a) Under suspensions
- (b) Under suspension for less than 6 months
- (c) No. under suspension for over 6 months.
- (d) whether over 3 months cases have been reviewed.

II. PENDING MINOR PENALTY PROCEEDINGS

Less than  
3 months  
Between 6 months  
1 year  
More than 1 year

III. PENDING MAJOR PENALTY PROCEEDINGS

(a) less than 6 months  
Between 6 months  
1 year  
More than 1 year.

(b) No. pending with I.O.  
for more than 6 months