9 Transparency and Vigilance

9.1 Transparency in Administration

9.1.1 Government of India enacted the Right to Information Act, 2005 for citizens to secure access to information under the control of public authorities, with a view to promote transparency and accountability in its working.

9.1.2 As provided under Section 4(1)(b) of the Act, all 17 Manuals in respect of the Ministry were prepared and placed in the Ministry's website www.mdoner.gov.in.

9.1.3 Appointment of Central Public Information Officers (CPIOs) and First Appellate Authorities (FAAs) in respect of the Ministry and its organizations have been made in terms of Section 5 of the said Act and Central Information Commission (Appeal Procedure) Rules, 2005 respectively and hosted in the website of the Ministry and concerned organizations.

9.1.4 R&I Unit of the Ministry, Room No.261, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi performs the task of accepting Applications and Fees under the RTI Act. The Applications are forwarded to CPIO of the Ministry and the Fees are deposited with Drawing & Disbursing Officer of the Ministry.

9.1.5 This Ministry is a user of RTIMIS online portal http://www.ritionline.gov.in/RTIMIS launched by Department of Personnel & Training in 2013 to facilitate processing of RTI Applications/Appeals by CPIO/FAA received online through RTI Nodal Officer of the Ministry.

9.1.6 During the year 2013-14, about 80 applications were received under the RTI Act and all the applications were disposed off within time and the requisite information was provided to the applicants.

9.1.7 The particulars of First Appellate Authority and Central Public Information Officer appointed in this Ministry are as under:

<table>
<thead>
<tr>
<th>Authority under RTI Act</th>
<th>Name and Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Appellate Authority</td>
<td>Shri S.C. Lather, Deputy Secretary</td>
</tr>
<tr>
<td>Central Public Information Officer</td>
<td>Shri Debashis Dey, Under Secretary</td>
</tr>
</tbody>
</table>

9.2 Vigilance Activities

9.2.1 Vigilance matters relating to the Ministry as well as two Public Sector Undertakings and North Eastern Council (NEC) Secretariat are handled by Vigilance Division of the Ministry. The Division is headed by a Joint Secretary, who is designated as Chief Vigilance Officer (CVO) assisted by a Director and a Section Officer. Vigilance related activities are carried out within the framework provided by the Department of Personnel & Training and Central Vigilance Commission.

9.2.2 The Vigilance Division functions as a link between the Ministry and the Central Vigilance Commission and other Authorities in matters pertaining to vigilance. The CVC and the DOPT, in their effort to bring about a greater transparency in vigilance administration and speedy disposal of cases, have been suggesting several measures through their administrative instructions. Various instructions received from them have
been circulated amongst all CVOs / VOIs of the organizations under the administrative control of this Ministry for strict compliance.

9.2.3 Vigilance activities during 2013-14:- The Vigilance Division monitors the disciplinary cases and related matters of the organizations under the Ministry through periodical returns prescribed by CVC and DoP&T etc. Prompt and appropriate action has been taken on the fresh complaints received in this Ministry. Appropriate necessary action has also been taken for speedy disposal of pending cases. Advice of CVC was taken in those cases wherever it was necessary. Vigilance clearance certificates were also issued in r/o the officers and officials of this Ministry keeping in view of the guidelines.

9.2.4 Celebrations of Vigilance Awareness Week:- In accordance with CVC's Circular No. 02/09/13 dated 25.09.2013, Vigilance Awareness Week was observed in this Ministry and in the organizations under the Ministry from 28.10.2013 to 02.11.2013. As per schedule, Vigilance Awareness Week began on 28.10.2013 with a pledge administered by Secretary that was taken by all officers and staff of this Ministry. During the week, banners were displayed at different places in the Ministry to create vigilance awareness among the staff. Various activities/programmes like workshop, quiz competition and essay competition were organised during Vigilance Awareness Week.

9.2.5 Identification of Sensitive posts in the Ministry: As per CVC circular no. 03/09/13 dated 11.9.2013, a committee of three officers of this Ministry was formulated to identify the sensitive posts in this Ministry. The Committee in its report has identified those posts in this Ministry which are sensitive.