

Activity Report on Vigilance Awareness Week-2020

Name of the Organization: Bharat Coking Coal Limited.

1. Land Management

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Does the organization possess revenue documents/records for the land(s) under its control?	Yes	--
2	How much land is under encroachment and at what locations?	--	Attached as Annex-1
3	Steps being taken to combat encroachment?	Yes	Attached as Annex-2
4	Any other initiative?	--	Attached as Annex-3

2. Allotment of houses/ quarters and related issues:

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Does the organisation use IT application for allotment of houses?	No	--
2	Does the organisation possess a house allotment policy?	Yes	--
3	Is house allotment being done as per prescribed policy?	Yes	--
4	Is there any illegal occupation of houses, if any and what action is being taken?	Yes	Attached as Annex-4
5	Any Other issue?	No	--

3. Payment and other benefits to persons working in outsourced services in the organisation.

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Whether the organisation possesses prescribed norms for outsourcing?	Yes	--
2	If yes, are these norms adhered to?	Yes	--
3	Whether payment of salaries/ wages is paid through bank account by the contractor?	Yes	--
4	Whether other statutory dues (PF, medical benefits etc.) are being given on time?	Yes	--
5	Whether due wages are paid to the outsourced persons as per contract conditions and any test check being done by the management?	Yes	--
6	Whether the vendors are adhering to norms prescribed by the organisation?	Yes	--
7	Any other special initiative regarding outsourcing?	Yes	Attached as Annex-5

4. Management of Assets

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	a) Whether condemnation of assets (Plant & Machinery, Office Equipment, Vehicles, Sundry Items, etc.) is being done as per extant rules strictly.	Yes	--
2	Date of last condemnation of Assets (Plant & Machinery, Office Equipment, Vehicles, and Sundry Items etc.) may be given.	Yes	Attached as Annex-6

5. Complaints pending for I&R as on 01.09.2020.

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	a) Complaints pending over six months old to be disposed by 15.10.2020.	No	NIL Pending
2	b) Complaints pending over one year old to be disposed by 31.10.2020	No	NIL Pending

Other items pending with CVOs.

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Status of complaints received from other sources (Received/Disposed during VAW 2020)	20/2	--
2	Status of complaints sent by CVC for NA (Received/Disposed during VAW 2020)	0/0	--

6. Vigilance cases pending for further clarification to the CVC:

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Cases to be disposed by 31.10.2020 (Disposed/Pending)	0/0	--

7. Major penalty proceedings:

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Proceedings pending over six months old to be finalized by 31.10.2020 (Finalized/Pending)	2/8	Attached as Annex-7

8. Minor Penalty proceedings:

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Proceedings over six months old to be finalized by 15.10.2020 (Finalized/Pending)	0/0	--
2	Proceedings over one year old to be finalized by 31.10.2020 (Finalized/Pending)	0/0	--

9. CTE inspections

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Reply to all pending CTE Inspection Report paras to be sent by 15.10.2020.	Yes	Attached as Annex-8

9. CTE inspections

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Reply to all pending CTE Inspection Report paras to be sent by 15.10.2020.	Yes	Attached as Annex-8

10. Preventive vigilance measures undertaken by the CVOs

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	No. of Inspections.	32	During 2019-20
2	Training programmes/ workshops including e-training/ online training	5	Attached as Annex-9
3	Whether Annual Property Returns submitted by all officers.	No	Attached as Annex-10
4	Whether organisation possesses record retention/preservation Policy? If so, date of last amendment.	No	Attached as Annex-11
5	Whether records are being weeded out as per the extant Retention Policy of the organisation.	No	--
6	Is the organisation digitizing / plans to digitize old records?	Yes	Attached as Annex-12

11. If the organisation runs schools, hospitals etc. Whether prescribed policy for management is adhered to.

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	If the organisation runs schools, hospitals etc. Whether prescribed policy for management is adhered to.	Yes	Attached as Annex-13

12. Gender Sensitization issues.

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Has the organisation constituted prescribed committees for harassment of women at the workplace? If yes, date of last meeting held.	Yes	Last meeting was held on 06.11.2020.
2	Percentage of representation of women at all levels in the Organisation.	Non-Executive: 8.25 % Executives: 6.86%	--
3	Whether awareness regarding gender issues is being created in the Organisation.	Yes	--

13. Leveraging Technology- IT usage and E-Governance

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	New initiatives taken in the last one year for using IT as a Preventive Vigilance tool (each initiative may be prescribed in about 50 words).	Yes	Annex-14
2	Whether Information System Audit is done regularly for IT based applications running in the organisation. Date of last information system audit may be given.	Yes	08.09.2020

14. Scrutiny of Audit Reports

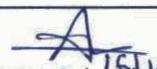
Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Scrutiny of Audit Reports	Yes	48 in 2017-18

15. Updation of Rules, Regulations and guidelines

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Whether Organisation regularly revises its instructions, rules and regulations. If yes, date c last revision of Procurement Rules, CDA Rules, Transfer / Posting Policy, HRA Policy Promotion Policy, Fraud Prevention Policy Banning of Business Dealing Policy, etc.	Yes	E procurement for Works and Services of CIL : 29.05.2020 Purchase manual of CIL: 25.01.2020 CDA Rules amendment: 07.09.2017 Transfer and posting policy: 21.05.2018 HRA Policy: 12.02.2014 Promotion Policy: 05.11.2020 Fraud Prevention Policy: 12.06.2017
2	Has the organisation made rules for retired officials? If yes, furnish date.	Yes	a. Pension policies: CMFP Scheme -1971, Coal Mines Pension Scheme (CMPS) 1998 and New Pension Scheme- 2017. b. Medical policy: CPRMSE (CIL Portal for Medical Services and Facilities)-08.09.2012 c. Holiday Home policy- 05.03.2020 d. CIL's Policy for availing the services of retired CMD/Dir's/ Sr. Level Executives, etc. as full time/ part time Advisors- 2014.

16. Systems improvements undertaken (brief description within 100 words):

Sl. No.	Particulars	Info (In Yes/No)	Remarks
1	Descriptions of System Improvement works/initiatives done may be given in 50 words for each work/initiatives and not more than 100 words in total for all works	Yes	Annex-15


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