The Senior Deputy General Managers
CR, ER, ECR, ECoR, NR, NCR, NER, NFR, NWR,
SR, SCR, SER, SECR, SWR, WR, WCR & CORE.

The Chief Vigilance Officers
CLW, DLW, ICF, RCF, RWF, METRO, RDSO, DLMW,
RITES, IRCON, KRCL, CONCOR, IRFC, MRVC, IRCTC,
RAILTEL, RVNL, RLDA and DFCCIL.

Sub: Consultation with CVC for first stage advice.

Please refer to Board’s letter of even number dated 21.08.2009 (RBV No.12/2009) on the above subject enclosing a copy of CVC’s Circular No.21/8/09 dated 06.08.2009 regarding revised format of investigation reports for seeking first stage advice of CVC.

2. It has been observed that some of the Railways/Units are still not sending the investigation reports in the revised format and in some cases, the Assurance Memo to be signed by SDGM/CVO is not being enclosed, resulting in back references being made to the Railways/Units and consequent delay in submission of the cases to the Central Vigilance Commission.

3. Formats for Assurance Memo to be signed by SDGM/CVO for Zonal Railway/Unit investigated cases and CBI investigated cases are enclosed as Annexure 1 and 2 respectively.

4. It may please be ensured that the investigation report is sent to Railway Board for seeking first stage advice of CVC, only in the prescribed format and invariably along with the Assurance Memo signed by SDGM/CVO. If this is not ensured, Vigilance Directorate shall be constrained to return such cases back to the Zonal Vigilance/Unit, as cases which are not in prescribed format are not being entertained by the Commission.

5. All concerned may please note for compliance.

DA/As above.

(A. P. MISHRA)
Adviser (Vigilance)
Railway Board
ASSURANCE MEMO

(File No. )

This is to provide reasonable assurance to the Commission:

(a) That all necessary facts and relevant evidence have been gathered.

(b) That all facts and supporting evidence have been duly verified.

(c) That contested evidence, if any, have been conclusively handled with reference to the facts at the disposal of Vigilance.

(Name of SDGM/CVO)
(Designation)

Concerned Dy.CVO/SVO
ASSURANCE MEMO

(File No. )

This is to provide reasonable assurance to the Commission that all necessary facts and relevant evidence, as has been provided by the Central Bureau of Investigation, has been examined and the recommendations forwarded to the Commission for advice are based on the said facts and evidence.

(Name of SDGM/CVO)  
(Designation)

Concerned Dy.CVO/SVO