From: [Signature]
The Chief Secretary to Govt. Haryana.

1. All the Administrative Secretaries to Govt. Haryana.
2. All the Heads of Departments, Commissioners, Ambala, Hisar, Gurugram, Rohtak, Karnal and Faridabad Divisions.
3. All the Deputy Commissioners in the State of Haryana.
4. The Managing Directors/Chief Administrators of all the Boards/ Corporations of Haryana State.
5. The Registrars of All the Universities in the State of Haryana.

No. 70/01/2018-2V-II
Dated, Chandigarh the 22nd October, 2019

Subject: Minutes of meeting held under the Chairmanship of Chief Secretary to Government, Haryana on 16th September, 2019.

Please refer to the subject noted above.

2. A copy of minutes of the meeting of Chief Vigilance Officers held on 16th September, 2019 under the Chairmanship of Smt. Keshni Anand Arora, IAS, Chief Secretary to Government, Haryana is enclosed herewith for necessary action and send action taken report to this department within 15th day positively.

Under Secretary, Vigilance.
for Chief Secretary to Govt. Haryana,

Internal Distribution
1. PS/CS
2. PS/SV
Minutes of the meeting held under the Chairmanship of Chief Secretary to Government Haryana on 16th September, 2019.

A meeting was held under the Chairmanship of Chief Secretary to Government Haryana on 16th September, 2019. It was attended by the following:-

- Sh. Nitin Kumar Yadav, IAS
  Secretary Vigilance.

A meeting was held with the Chief Vigilance Officers of the above said departments to discuss the issues referred to by the Vigilance Department for comments/report to respective departments. The Chairperson directed that the CVOs should send comments/report to vigilance department on top priority basis and unwarranted delay be avoided. CVOs should monitor the progress of the cases regularly.

Various issues were discussed and progress of each department was reviewed. The Chairperson noted that a few departments have streamlined their working and appreciated those who have sent reply/report/comments to vigilance department on priority basis.

After deliberations, the following decisions were taken:-

(i) All CVOs should regularly review the cases sent by Vigilance Department particularly the time bound cases.
(ii) All CVOs should hold a meeting with Secretary and HODs regularly.
(iii) CVOs should ensure that decision sent on any enquiry sent by the Vigilance Department or comments given by the department on a matter sent by Vigilance has the approval of the competent authority i.e. the Administrative Secretary.
(iv) Departments may shortlist Inquiry Officers for empanelment, who may be retired officers of their departments for conducting enquiry of complaints on honorarium basis and send a proposal for empanelment of such Inquiry Officers to Vigilance Department.
(v) The progress of CVOs of Development & Panchayat, HSVP and Town & Country Planning was found poor. Therefore, a communication would be sent to concern Administrative Secretaries who would review their progress on fortnight basis and ensure speedy disposal of cases.
(vi) The review meeting with CVOs will be held after a month and the progress of these pending cases would be reviewed. If progress of CVOs is found unsatisfactory, action will be initiated against the concerned CVOs.
(vii) Pendency of cases should be reviewed on monthly basis by all Administrative Secretaries as well.

The meeting ended with a vote of thanks to the Chair.