

Standard Operating Procedure (SoP)

1. Vigilance complaints are those that pertain to obtaining illegal gratification of any kind by corrupt means or by abusing official position, possession of assets disproportionate to known sources of income, misappropriation, forgery, cheating and other criminal offenses.

2. Vigilance complaint should be addressed to the CVO at the following address or to the dedicated email of CVO or lodged online on the website of MoSPI :

“Shri Tanweer Qamar Mohammad

Joint Secretary & CVO

Ministry of Statistics & Programme Implementation

Address : R.No. 325, K L Bhawan, Janpath, New Delhi, 110001

Tel No. Tel(O):011-23455325/ Mob: 8800233411

Dedicated Email : (cvo.mospi@mospi.gov.in)”

3. Vigilance complaint can be lodged with JS & CVO, MoSPI by an employee of MoSPI/ general public/ vendor/contractor, who has / had dealings with any of the offices of MoSPI.

4. The complainant must provide full name, complete postal address, ID proof, email ID and contact phone number(s) in her/ his vigilance complaint.

5. Vigilance complaint must be brief and contain verifiable facts and factual details, it should not be vague or contain sweeping general statements/ absurd allegations, in which case, complaints are liable to be just filed.

6. Redressal of grievance should not be the focus of complaint.

7. The complainant should lodge complaints only regarding issues having vigilance angle and which are not part of any litigation in any courts, tribunals etc., i.e. the matter should not be sub-judice

8. Complaints received online format or on the dedicated email ID of CVO shall be downloaded, printed and taken up for action as per extant rules/ guidelines . Further, the complaints which are of administrative nature will be forwarded to the concerned sections. A monthly status report regarding the vigilance complaints received, processed/ disposed off will be put up for the information of CVO.

9. Complaints received through email which do not have the name or complete postal address along with ID proof, will be treated as anonymous/ pseudonymous, shall not be acknowledged/registered/acted upon and filed.

10. Complaints sent on any email ID of officers of MoSPI other than the dedicated email of CVO will not be entertained or taken cognizance of by MoSPI.

11. Complaints which are not directly addressed to the JS & CVO and/ or endorsed to multiple authorities, will be closed without any action.

12. Complaints which are illegible will also be closed without any action.

13. Complaints which are about sub-judice matter will also be closed without any action.
