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Jammu and Kashmir State Vigilance Commission

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Recommendations of the State Vigilance Commission to the Government

Following recommendations have been made by the SVC to the Government for strengthening the system of internal vigilance in Government Departments as a measure of preventive vigilance:-

a). CCTVs be installed at all offices having large public interface and their recordings be preserved for minimum period of 6 months which should be periodically examined by a Committee headed a by a Senior Officer. These will include:-

- i. Deputy Commissioners office especially in work areas dealing with issuance of State Subject Certificates, Gun Licenses, Character Certificates, Category Reservation Certificates etc..
- ii. Office of Tehsildar, Naib Tehsildar and Patwar Khana to cover places of public dealing for issuance of fard , revenue record copies, income certificates, category reservation documents etc.
- iii. Hospital Ticket Counters.
- iv. Outside Labour Rooms of Hospitals.
- v. RTO/ARTO Office.

- vi. Treasury/Sub Treasury.
 - vii. Cashier/Accounts section of Executive Engineer of all Engineering Departments.
 - viii. BDO Offices.
 - ix. Toll Post Lakhanpur upto 500 meters on either side of the post.
 - x. Toll post Lower Munda.
 - xi. Clerical Halls of offices having sizeable public dealing.
 - xii. Traffic Police Checking points which should operate at identified fixed locations on highways/main roads.
 - xiii. Commercial Taxes and Excise Offices.
 - xiv. Police Stations.
 - xv. Municipality Offices.
- b). As far as possible the Sanctioning Authority for works of all engineering departments should be different from the Executing Agency, so as to create an in-built system check against corrupt practices.
- c). All Government Organizations discharging regulatory/enforcement functions of service delivery of any kind, which cause interface with the general public/private businesses etc. shall provide complete information on their website regarding the laws, rules and procedures governing the issue of licenses, permissions, clearances, certificates etc.

- d). (i) All application Forms/Proformas should be made available on the website in a downloadable Form. If the organization concerned wishes to charge for the Application Form downloaded from the website, the same may be done at the time of the submission of the Application Form.
- (ii) All documents to be enclosed or information to be provided by the applicant should be clearly mentioned on the website and should also form part of the Application Form.
- (iii) Arrangements be made to facilitate submission of the Application Form and documents on-line. Immediately after the receipt of the application, the applicant be informed on-line about any deficiencies, in the documents/information submitted.
- (iv) Repeated queries by any official in a piece-meal manner should be construed as a misconduct having vigilance angle.
- (v) All organizations concerned should give adequate publicity about these facilities in the newspapers and such advertisements must give the website addresses of the organization concerned.
- e) The building permissions by SMC/JMC be streamlined, in such a way that all the requisite NOCs to the applicants/clients should be provided at a Single Window. The guidelines for the constructions viz area of construction, fire gaps, fire security measures etc. be notified on the website of the SMC/JMC. Strong inspection mechanism be put in place by constituting a Committee having all the powers to dismantle any illegal structures, which have been constructed in violation of notified guidelines.

- (f) All other departments/corporations offering institutional /public service need to set up **Single Window Clearance** for issue of necessary licenses, certificates, NOC, permissions etc.
- (g) Passport Verifications, to be carried out in a time bound manner, should be restricted to the checking of records of the concerned Police Station, field reports already available with SP Special Branch, CID and the index section of CID Headquarters. Visits of individual police personnel to the house of applicants or calling the applicant to Police Station which are sources of corruption need to be stopped.
- (h) Visit of individual officials of various departments viz Municipality, Pollution Control Board, PDD etc. on the pretext of inspection etc needs to be stopped. Any inspections should be effective, purposeful and carried out by a nominated team.
- (i) To assess the progress of different departmental works/ programmes including welfare programmes of the Government, there should be on spot periodical and surprise checks of all these works by the concerned Administrative Secretary and the HOD to plug leakages/corruption.
- (J) Premature transfers in all the departments need to be stopped except on disciplinary grounds. All transfers be done on the recommendations of a Board constituted for the purpose.
- (k) Proper Tender System for works to be executed, needs to be followed by all Corporations including JKPC by following Financial Code, Financial Norms as applicable to any other Government Department.

- (l) It will be useful to study for implementation the model on which Delhi Government has established Delhi Healthcare Corporation, to provide centralized support services to Health Department like procurement of drugs, consumables, surgical equipments, procurement of sanitation services, security services, nursing orderlies etc. This Corporation by the Delhi Government has been established on the recommendations of a Commission which had gone into the requirement of providing efficient and quality effective Healthcare services to the residents of Delhi. This Corporation has also been entrusted with making available non-Clinical services like generic drugs, equipments, quality sanitation services etc. on a **24×7** basis to the residents of national capital who go to health Institutions, controlled by Delhi Government, for treatment. This corporation has been established with the aim of supplying quality drugs and equipments for all, at affordable prices to ensure zero corruption in the procurement and distribution of services of Health Department. It envisages Health Department to enter into MoU with corporation to perform different services on behalf of Health Department for the service fee not exceeding five percent of the value of the jobs executed successfully.
- (m) There are two **State Drug Testing Laboratories**, one at Srinagar and other at Jammu, but these are not able to fulfill the requirements for quick and quality testing of drugs. These Laboratories need to be upgraded on the pattern of **In-house Laboratories of Multinational Companies**. Besides, general public also needs to be provided access to these Laboratories for getting the drugs tested which they purchase from market, against charge of a nominal and reasonable fee. The

facility needs to be developed to detect spurious drugs, substandard drugs, adulterated drugs and miss-branded drugs. The state can also tie up with some Multinational Companies for setting up of a branch of their drugs testing laboratory in the state for ensuring quality testing of the drugs.

- (n) Verification of ration cards needs to be done by District Development Commissioner concerned by creating a Task Force which will carry on the field verification periodically, of all ration cards to detect fake ration cards and certify the validity or otherwise of the same. This check exercise needs to be continued till the transfer of ration subsidy to beneficiaries is put in place on the pattern of LPG subsidy transfer.
- (o) Sale of Timber by SFC needs to be done on-line so as to avoid interface between the corporation Officers/officials and the applicants.
- (p) All public utility services need to be available on-line.
- (q) Industries department should provide on-line clearance for establishing industrial units by the applicants.
- (r) **Digitization of Revenue records** needs to be completed fast. The records should be available to public on-line.

Sd/-

Additional Secretary