



O/o Chief Vigilance Officer
CHAUDHARY DEVI LAL UNIVERSITY, SIRSA
(Established by the State Legislature Act 9 of 2003)

No.CVO/22/1986

Dated: 23.06.2022

To

The Incharge (Website),
Chaudhary Devi Lal University,
Sirsa

Sub: Regarding Suo-moto/Pro-active Disclosure on University Website (www.cdlu.ac.in.)

On the subject cited above. The information under Suo-moto/Pro-active Disclosure under RTI Act, 2005 for the Office of Chief Vigilance is as under:-

(i) Particulars of the Organization, its functions & duties:-

The office of CVO was established in the year 2017. It is located in Room No. 12, Administrative Block, Chaudhary Devi Lal University, Sirsa.

E-mail Id: cvo@cdlu.ac.in

(ii) Powers and Duties of its Officers and Employees:-

(a) Duties and functions of the CVO:-

1. Contain and check corruption and malpractices.
2. Create vigilance awareness.
3. Holding and arranging the various meetings at regular intervals and give decisions.
4. Dispose off promptly and expeditiously all proposals/ requests put up by the Vigilance Officers in the manner prescribed.
5. To perform all such functions as are laid down in the Statutes, Ordinances and rules of the University or those laid down by the University authority and discharge other duties as may be assigned by the Vice-Chancellor from time to time.

(d) Functions of Steno-Typist

Steno-Typist is to maintain the office record as per the rules of the University.

(iii) Decision making



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The decisions are taken as per the relevant Act, Statute, Schedule and Ordinance of the University.

a) Channels of Supervisions and Accountability

The channels of supervision and accountability for various matters are governed by respective Act, Statute, Schedule and Ordinance of the University and other executive orders taken by competent authority from time to time.

(iv) Norms set for the discharge of duties

All functions of the Office are performed as per the rules & regulations, norms, instructions and directions contained in the concerned statutory source(s) during the office hours on all working days.

(v) Rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions

As per the Act, Statute, Schedule, Ordinance, Calendar and introduction issued by the competent authority, the following records are available at University website www.cdлу.ac.in
University Calendar Vol.I, Vol.II, Vol.III.

(vi) A statement of the categories of documents that is held by it or under its control:

Files and documents of Inquiries

(vii) The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulations of its policy or implementations there of :

No such arrangements exists in the office.

(viii) A statement of the Boards, Councils, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public:

The details of the Committees are as under:

Prof. Umed Singh	Chief Vigilance Officer
Prof. Deepti Dharmani	Vigilance Officer
Prof. Rajkumar Siwach	Vigilance Officer
Dr. Raj Kumar, Deptt. of Education	Vigilance Officer
Sh. Baljeet Sharma	Vigilance Officer
Sh. A.K. Modi	Vigilance Officer
Accounts Officer	Vigilance Officer



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(ix) A Directory of its officers and employees:

Sr.No	Name	Designation	Telephone No. (Office)
1	Prof. Umed Singh	Chief Vigilance Officer	98120-62765
2	Prof. Deepti Dharmani	Vigilance Officer	92150-31224
3	Prof. Rajkumar Siwach	Vigilance Officer	94160-22116
4	Dr. Raj Kumar	Vigilance Officer	94679-52114
5	Sh. Baljit Sharma	Vigilance Officer	94670-29329
6	Sh. A.K. Modi	Vigilance Officer	98121-30236
7	Accounts Officer	Vigilance Officer	01666-239834
8	Ms Parul Sindwani	Steno Typist	97296-81175

(x) The monthly remuneration received by each of its officers and employees, including the system of compensations provided in its regulations:

The details of remuneration each employee is available in the Accounts Branch.

(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made:

No separate budget has been allocated for the Office of CVO.

(xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:

As per University rules.

(xiii) Particulars of recipients of concessions, permits or authorizations granted by it:

As the CVO is dealing with the inquiry cases of the University on the basis of the facts and records. So the office has no direct dealing with the student or public and therefore, the information on this point is Nil.

(xiv) Details in respect of the information, available to or held by it, reduced in an electronic form:

The record of information held in the Office is maintained in hard copy.

(xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use:



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Any citizens of India can seek information under RTI Act-2005 as per the prescribed procedure.

(xvi) Such other information as may be prescribed and thereafter update these publications every year:

The particulars as mentioned above are hereby placed for the information of public at large. In addition to the above, in case, any person wishes to obtain any further information pertaining to the functioning of the Department, he/she may contact the above mentioned officers.

(4.1.c) Public all relevant facts while formulating, important policies or announcing the decisions which affect public:

The information, if required is to be sent to the Website of Chaudhary Devi Lal University, Sirsa for public.

(4.1.d) Provide reasons for its administrative or quasi-judicial decisions to affected:

The policy decisions are being taken at the level of University Authorities.

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CHIEF VIGILANCE OFFICER