



नर्मदा झाबुआ ग्रामीण बैंक

Narmada Jhabua Gramin Bank

(A Joint Venture of Govt of India, MP Govt & Bank of India)

Whistle Blower Policy framed on the basis of Government of India Resolution on Public Interest Disclosures & Protection of Informer (PIDPI)

PREAMBLE

The Government of India has authorized the Central Vigilance Commission, herein-after referred to as the 'Commission', as the Designated Agency to receive written complaints for disclosure on any allegation of corruption for misuse of office and recommend appropriate action. In accordance with the aforesaid Resolution of the Government of India, the Commission has formulated norms for acceptance of complaints under the PIDPI and keeping the identity of the complainant secret. As a Public Sector Bank coming under the purview of PIDPI, Bank is required to make public to the Employees, Officers and General Public the norms thus laid down by the Commission and this Policy is intended to provide for the same.

Important features of the “Whistle Blowers” Resolution:

- The CVC (Commission) shall, as the Designated Agency, receive written complaints or disclosure on any allegation of corruption or of misuse of office by any employee of the Central Government or of any corporation established under any Central Act, government companies, societies or local authorities owned or controlled by the Central Government.
- The Commission will ascertain the identity of the complainant; if the complainant is anonymous, it shall not take any action in the matter. The identity of the complainant will not be revealed unless the complainant himself has made either the details of the complaint public or disclosed his identity to any other office or authority.
- While calling for further report/investigation, the Commission shall not disclose the identity of the informant and also shall request the concerned head of the organization to keep the identity of the informant a secret, if for any reason the head comes to know the identity.
- The Commission shall be authorised to call upon the CBI or the police authorities, as considered necessary, to render all assistance to complete the investigation pursuant to the complaint received.
- If any person is aggrieved by any action on the ground that he is being victimized due to the fact that he had filed a complaint or disclosure, he may file an application before the Commission seeking redress in the matter, wherein the Commission may give suitable directions to the concerned person or the authority.
- If the Commission is of the opinion that either the complainant or the witnesses need protection, it shall issue appropriate directions to the concerned government authorities.
- In case the Commission finds the complaint to be motivated or vexatious, it shall be at liberty to take appropriate steps.
- The Commission shall not entertain or inquire into any disclosure in respect of which a formal and public inquiry has been ordered under the Public Servants Inquiries Act, 1850, or a matter that has been referred for inquiry under the Commissions of Inquiry Act, 1952.
- In the event of the identity of the informant being disclosed in spite of the Commission's directions to the contrary, it is authorised to initiate appropriate action as per extant regulations against the person or agency making such disclosure.

POLICY STATEMENT

2. Bank adopts the Government of India Resolution on Public Interest Disclosures & Protection of Informer (PIDPI). All concerned are hereby informed that any complaint which is to be made under PIDPI should comply with the following aspects to enable the identity of the complainant to be kept secret:

- i) The complaint should be in a closed / secured envelope.
- ii) The envelope should be addressed to Secretary, Central Vigilance Commission and should be super-scribed “**Complaint under the Public Interest Disclosure**”. If the envelope is not super scribed and closed, it will not be possible for the Commission to protect the complainant under the above resolution and the complaint will be dealt with as per the normal complaint policy of the Commission. The complainant should give his/her name and address in the beginning or end of complaint or in an attached letter.
- iii) Commission will not entertain anonymous / pseudonymous complaints.
- iv) The text of the complaint should be carefully drafted so as not to give any details or clue as to his/her identity. However, the details of the complaint should be specific and verifiable.
- v) In order to protect identify of the person, the Commission will not issue any acknowledgement and the whistle-blowers are advised not to enter into any further correspondence with the Commission in their own interest. The Commission assures that, subject to the facts of the case being verifiable; it will take the necessary action, as provided under the Government of India Resolution mentioned above. If any further clarification is required, the Commission will get in touch with the complainant.
- vi) The Commission can also take action against complainants making motivated/vexatious complaints under this Resolution.

3. A copy of the detailed notification is available on the website of the Commission <http://www.cvc.nic.in>.

4. Complaints under the PIDPI Resolution must be sent directly to the Central Vigilance Commission, at the following address:

The Secretary,
Central Vigilance Commission,
Government of India,
Satarkata Bhavan,
GPO Complex, Block “A”, INA,
New-Delhi-110 023.

05. **Head of the Vigilance department** of the bank will be designated as Nodal officer for the complaints received through Central Vigilance Commission. Complaints under this Policy must be disposed-off by Nodal officer within 60 days from the date of complaint received.

IMPLEMENTATION OF THE POLICY

This Policy and the important features of the “Whistle Blowers” Resolution, shall be communicated to all Branches / Offices / Employees of the Bank, by way of circular, as also through Bank’s internal publications. This Policy shall also be put on Bank’s web-site for the information of all concerned.

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- If the Commission is of the opinion that either the complainant or the witnesses need protection, it shall issue appropriate directions to the concerned government authorities.
- In case the Commission finds the complaint to be motivated or vexatious, it shall be at liberty to take appropriate steps.
- The Commission shall not entertain or inquire into any disclosure in respect of which a formal and public inquiry has been ordered under the Public Servants Inquiries Act, 1850, or a matter that has been referred for inquiry under the Commissions of Inquiry Act, 1952.
- In the event of the identity of the informant being disclosed in spite of the Commission’s directions to the contrary, it is authorised to initiate appropriate action as per extant regulations against the person or agency making such disclosure.

Modalities to be observed while lodging complaints under Whistle Blowers Policy

- i) The complaint should be in a closed / secured envelope.
- ii) The envelope should be addressed to Secretary, Central Vigilance Commission and should be superscribed “Complaint under the Public Interest Disclosure”. If the envelope is not superscribed and closed, it will not be possible for the Commission to protect the complainant under the above resolution and the complaint will be dealt with as per the normal complaint policy of the Commission. The complainant should give his/her name and address in the beginning or end of complaint or in an attached letter.
- iii) Commission will not entertain anonymous / pseudonymous complaints.
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- v) In order to protect identify of the person, the Commission will not issue any acknowledgement and the whistle-blowers are advised not to enter into any further correspondence with the Commission in their own interest. The Commission assures that, subject to the facts of the case being verifiable; it will take the necessary action, as provided under the Government of India Resolution mentioned above. If any further clarification is required, the Commission will get in touch with the complainant.

- vi) The Commission can also take action against complainants making motivated/vexatious complaints under this Resolution.
- vii) Complaints under this Policy must be sent directly to the Central Vigilance Commission, at the following address:

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Central Vigilance Commission,
Government of India,
Satarkata Bhavan,
GPO Complex, Block "A", INA,
New Delhi-110 023.

(Approved in 24th Board meeting dated 02.12.2016)