

**F. No. 1-17012/2/2023- Vig.  
Government Of India  
Press Information Bureau  
(Vigilance Section)**

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New Delhi, dated 04 May, 2026.

**OFFICE MEMORANDUM**

**Subject: Third-Party Transparency Audit for the year 2025-2026-reg.**

The undersigned is directed to refer to Admn. I Section's O.M No.I-11012/15/2026-Admn.I dated 22.04.2026 on the subject mentioned above.

2. So far as Vigilance Section is concerned, the requisite information is enclosed in the prescribed proforma.

**Encl:- As above**

Digitally signed by  
AMAR NATH

Date: 04-05-2026

(Amar Nath)

**DD (Vigilance)**

**Tele no. 011-23381137**

**To**

**Section Officer**

**{Kind Attn:- Smt. Nalini Ramesh}**

**Admn.I, PIB**

**Copy to:-**

**NIC, PIB for uploading on PIB website.**

## Annexure-I

S.No.	Item		Remarks/Reference Points(Fully met/partially met/not met-Not applicable will be treated as fully met/partially met)
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(v) Process of redress of grievances	In this regard, it is mentioned that Department of Administrative Reforms and Public Grievances is the nodal office for public grievances. PIB receives grievance petitions from the Ministry of I&B through PG portal. The grievances, are further forwarded to the concerned Section/Unit for redressal. Generally, the concerned Section/Unit redress directly to the petitioner within 21 days under intimation to Vigilance Section. In case, any grievance petition which does not pertain to PIB, it is returned to the Ministry of I&B through PG portal. Finally, with the approval of Pr.DG(M&C), the grievance petitions are removed by uploading the reply in PG portal given by the concerned Section/Unit to the grievance petitioner.
1.5	Rules, regulations, instructions, manual and records for discharging functions [Section 4(1)(b)(v)]	i) Title and nature of the record/manual/ instructions	a) CCS (Conduct) Rules. b) CCS (CCA) Rules
		ii) List of Rules, regulations, instructions manuals and records.	a) Manual on Disciplinary Proceedings.
1.6	Categories of documents held by the authority under its control [Section 4(1)(b)(vi)]	i). Categories of documents	a) Departmental Security instructions. b) APAR & Property returns of all Gazetted & Non-Gazetted staff
1.11	No. of employees against whom Disciplinary action has been proposed/taken [Section 4(2)]	No. of employees against whom Disciplinary action has been	02
		i) Pending for Minor Penalty or major penalty proceedings	
		(ii) Finalised for Minor penalty or major penalty proceedings	-
4.5	Such other information as may be prescribed under section 4(i)(b)(xvii)	(i) Grievance redressal mechanism.	In this regard, it is mentioned that Department of Administrative Reforms and Public Grievances is the nodal office for public grievances. PIB receives grievance petitions from the Ministry of I&B through PG portal. The grievances, are further forwarded to the concerned Section/Unit

			<p>for redressal. Generally, the concerned Section/Unit redress directly to the petitioner within 21 days under intimation to Vigilance Section. In case, any grievance petition which does not pertain to PIB, it is returned to the Ministry of I&amp;B through PG portal. Finally, with the approval of Pr.DG(M&amp;C), the grievance petitions are removed by uploading the reply in PG portal given by the concerned Section/Unit to the grievance petitioner.</p>
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