

**STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING**  
(An Autonomous Organisation of Education Department, Govt. of NCT of Delhi)  
**VARUN MARG, DEFENCE COLONY, NEW DELHI- 110024.**  
(Vigilance Branch)

F.No.5 (58)/Misc/Vig./SCERT/2022/ 1598-1624

Dated: 05/05/25

**OFFICE MEMORANDUM**

**Subject :- Preparation of half-yearly action plans/ action- taken reports to ensure "Zero tolerance" towards corruption in SCERT and DIETs.**

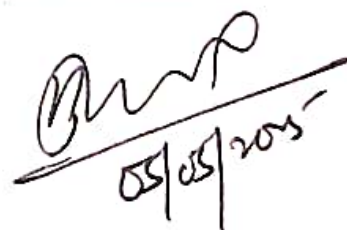
I am directed to refer to invite attention towards letter dated 15.01.2025 of Ministry of Home Affairs, Govt. of India forwarded by the Deputy Director Education (Vigilance) GNCT of Delhi , on the subject cited above wherein all Head of Branch/ In-charge have been advised to take various measures to ensure "**Zero Tolerance**" towards corruption.

All the Branch Head/In-charges of SCERT/DIETs are accordingly ~~advised~~to take following action as advised below, but not limited to be regarding "**Zero Tolerance**" towards corruption:-

| S.N | ISSUES                            | MEASURES TO BE TAKEN BY THE UNION TERTORIES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Procurement of Service and Goods. | <p>(i) Strict adherence with the provisions of the GFR 2017(chapter 142-206) in procurement of service and goods.</p> <p>(ii) All the procurement of services and goods may be made through GeM only, in respect of items available on GeM.</p> <p>(iii) In case of procurement outside GeM, it must be ensured that all the bids are through e-procurement portals.</p> <p>(iv) All the SCERT/DIETs may notify 'standard operative procedures' like model orders etc. to ensure concurrent checks and balances, particularly in respect of procurements outside GeM_ and also in respect of works.</p> <p>(v) The provision of GFR 2017 as amended time to time must be complied with in their true spirit, and without fail.</p> <p>(vi) In exceptional cases, procurements outside the GeM/e-procurement may be one only with the prior approval of Competent Authority authorized to grant permission in this respect.</p> <p><b>Action:-</b> SO(Store)/Principal DIETs.</p> |

  
05/05/25

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| 2. | Administrative and Vigilance issues                    | <p>(i) Departmental instruction regarding identification of sensitive and non-sensitive post, in terms of extant instruction, may be reviewed at yearly interval preferably before 15<sup>th</sup> April every year.</p> <p>(ii) Standards operating procedures, may be notified by the of executive instruction , for prescribing specified time limits , for completion of various activities with a view to ensure timely completion of disciplinary proceedings .</p> <p>(iii) In order to maintain highest standards of efficiency in Administration, the provisions of FR- 56(J) etc. and extant statutory instruction may be scrupulously followed. In this regards, six monthly reports may be submitted to the MHA.</p> <p>(iv) All the transactions under conduct Rules and also the Annual Property Returns may be monitored regularly.</p> <p><b>Action:-</b> Joint Director/ Branch Head concerned .</p> |
| 3. | Transparency in implementation of Government's Schemes | <p>All the staff of SCERT/DIETs may ensure the transparency in implementation of Government's schemes. Disbursement of welfare benefits may be ensured directly to the citizens under various schemes of the Government in a transparent manner through the Direct Benefit Transfer initiative.</p> <p><b>Action:-</b> All branch Head.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 4. | Simplification and online delivery of public services  | <p>(i) All SCERT/DIETs must make efforts to simply the procedures for delivery of public services. Systems may be improved to provide online public services , Admission/Examination/ INSET Certification etc.</p> <p>(ii) All SCERT/DIETs may prescribe timelines for delivery of each public services and performance may be monitored regularly at appropriate level.</p> <p>(iii) Use of Technology may be encouraged for improving the system for delivery of public service and monitoring performance.</p> <p><b>Action:-</b> All branch Head.</p>                                                                                                                                                                                                                                                                                                                                                             |
| 5. | Redressal public grievances                            | <p>(i) Mechanism may be developed by each SCERT/DIETs for redressal for grievances through multiple modes.</p> <p>(ii) Disposal of each public grievance to be monitored by the respective Branch Head in all SCERT/DIETs.</p> <p>(iii) Prescribed timelines may be strictly followed for redressal for grievances.</p> <p>(iv) Priority must be given towards prompt and effective redressal of public grievances received through its CPGRAMs portal.</p> <p><b>Action:-</b> All branch Head</p>                                                                                                                                                                                                                                                                                                                                                                                                                    |

  
05/05/2025

All the Branch Head/In-charge of SCERT/DIETs are also requested to furnish the action taken report on the above issue, within three months from the issuance of this communication. Further, it is also requested that a half-yearly report may be submitted to Vigilance Branch, SCERT by 1<sup>st</sup> January and 1<sup>st</sup> July every year on all the points/issues mentioned above for onward submission to Deputy Director (Vigilance) DoE.

This issues with the prior approval of the Competent Authority

(Mukesh Kumar Tyagi)  
Vigilance Officer, SCERT

F.No.5 (58)/Misc/Vig./SCERT/2022/ 1598 - 1624

Dated: 05/05/25

Copy to:-

1. PS to Chairperson, SCERT
2. PS to Director, SCERT
3. All the Branch Head/In-charges, SCERT/Principal DIETs
- ✓ 4. In-charge , WIMS with the request to upload the same on the website of the SCERT
5. Guard file

(Mukesh Kumar Tyagi)  
Vigilance Officer, SCERT