

# MANUAL – 1

Particulars of Organisation, Functions and Duties.

[Section – 4 (1)(b)(i)]

## 1. Objective / Purpose of the Public Authority.

To free public service from corruption for benefit of the people of Odisha. To combat corruption through Enforcement, Prevention, Public Education and Community Support.

## 2. Mission / Vision Statement of the Public Authority

### VISION

- ❖ To make public service free from corruption and ensure transparency and good governance;
- ❖ To build up Odisha Vigilance as a premier anti-corruption agency of the country, maintaining its professional edge through continuous training and education;
- ❖ To create an environment in which the society shuns corruption and honours honesty and integrity;
- ❖ To effectively contribute to the process of growth and development of the State of Odisha.

### MISSION

- ❖ To have a comprehensive anti-corruption strategy involving effective prevention, enforcement and prosecution mechanisms.
- ❖ To continuously upgrade our professional knowledge and skills to ensure quality investigation.
- ❖ To take proactive and innovative measures to curb corruption in a concerted effort, in collaboration with other stakeholders.
- ❖ To promote preventive vigilance by having a strong internal vigilance mechanism in place, in each Department of State Government and State run PSUs.
- ❖ To leverage the use of information technology and social media in intensifying the anti-corruption efforts.
- ❖ To prevent and detect leakage and pilferage of public funds in developmental and social welfare programmes.
- ❖ To undertake public education and community awareness programmes, so as to make the public active partners in preventing and detecting corruption.
- ❖ To ensure personal and organizational integrity.
- ❖ To protect the honest and incentivize honesty.
- ❖ To detect and prosecute the corrupt, disincentivize dishonesty and prevent the fence sitters from engaging in dishonesty.

## 3. Brief history of the Public Authority and context of its formation.

Vigilance Department was born in the year 1944 as an Enforcement Organisation under the Supply and Transport Department for enforcing various control orders. This Organisation was renamed as “Anti-corruption Department” and came under the control of “Political & Services Deptt.” in 1956.

In 1957 the name of this Organisation was changed from “Anti-corruption” to “Vigilance”.

#### 4. **Duties of the Public Authority.**

Officers of Vigilance are empowered to investigate into cases as noted,

- a. Offences punishable under the Prevention of Corruption Act, 1988 (49 of 1988).
- b. Offences relating to : -
  - i. evasion of taxes and different control orders;
  - ii. transit and possession of Forest Products as enumerated in sections 45 and 46 of the Odisha Forest Act, 1972 (Odisha Act 14 of 1972) read with section 56 of the said Act;
  - iii. Odisha Timber and other Forest Products Transit Rules, 1980;
  - iv. Essential Commodities Act, 1955 (10 of 1955);
  - v. Prevention of Food Adulteration Act, 1954 (37 of 1954);
  - vi. Standard of Weights and Measures (Enforcement) Act, 1950 (26 of 1950);
  - vii. Drugs (Control) Act, 1950 (26 of 1950);
  - viii. Motor Vehicles Act, 1988 (59 of 1988) and
  - ix. All organized offences under the aforesaid Acts, Orders and Rules effecting the pecuniary interest of the State.
- c. Offences under sections 409, 419 and 420 and Chapter-XVIII of the Indian Penal Code, 1860 committed by public servants as defined in the said Code and in the Prevention of Corruption Act, 1988.
- d. Attempts, abetments and conspiracies in respect of offences mentioned in items (a), (b), (c) and (d) above by whomsoever committed.
- e. Any other particulars offences or class of offences that may be specified by the State Government from time to time.
- f. Further on the Notification of Home Deptt. No.128/C dt.14.1.2010, the Government Odisha has given power to Vigilance to investigate into cases under the following Acts / Rules.
  1. The Odisha Forest Act, 1972.
  2. The Wildlife (Protection) Act, 1972.
  3. The Indian Forest Act, 1927.

4. The Forest (Conservation) Act, 1980.
5. The Forest (Conservation) Rules, 2003.
6. The Environment (Protection and Control of Pollution) Act.
7. The Environment (Protection) Rules, 1986.
8. The Air (Prevention and Control of Pollution) Rules, 1981.
9. The Air (Prevention and Control of Pollution) rules, 1982.
10. The Water (Prevention and Control of Pollution) Act, 1974.
11. The Water (Prevention and Control of Pollution) Rules, 1975.
12. The Water (Prevention and Control of Pollution) Cess Act, 1977.
13. Odisha Minor Mineral Concession Rules, 2004.
14. The Mines Act, 1952.
15. The Mines and Minerals (Development and Regulation) Act, 1957.
16. The Mineral Concession Rules, 1960.
17. Odisha Minerals (Prevention of Theft, Smuggling And Other Unlawful Activities) Act, 1988.
18. Odisha Minor Minerals Concession Rules, 2004.
19. Odisha Minerals (Prevention of theft, smuggling and illegal mining and regulation of possession, storage, trading and transportation Rules, 2007).

5. **Main Activities / Functions of the Public Authority.**

To free public service from corruption for the benefit of the people of Odisha. To combat corruption through Enforcement, Prevention, Public Education and Community Support.

6. **List of services being provided by the Public Authority with a brief write-up on them.**

To free public service from corruption for benefit of the people of Odisha. To combat corruption through Enforcement, Prevention, Public Education and Community Support.

Vigilance registers criminal cases against public servants as per the provisions laid down in the prevention of corruption Act, 1988 viz- demanding and accepting illegal gratification, accumulation and possession of disproportionate assets, show of undue official favour, corruption, irregularities etc., and other offence like

mining scam, forest and essential commodities offence, evasion of sales tax etc. conferred by the Government of Odisha time to time by Notification. During investigation we arrest and forward the accused public servant to judicial custody.

After completion of investigation, Vigilance submits charge sheet, pursue the prosecution and move to Govt. for dismissal of convicted public servants from service. In case of acquittal we go for appeal as per merit. Vigilance refers to Government against Government servants involved in Vigilance Cases/ Files, for initiation of Departmental Proceeding and pursue with Government Departments for preparation of 'Agreed list' and "list of officer of doubtful integrity" (Suspect list). We write to Government Departments for not posting officers under suspect list in sensitive and lucrative post and to maintain close watch on the officers under 'Agreed list'. State Vigilance also checks and protest promotion and posting of corrupt Government officials. Vigilance also acts upon the complaints received from the general/public by post/in person considering the gravity of the allegation and available resources.

Attachment & Confiscation of properties of corrupt Government Servant involved in D.A case is also the services provides by Odisha Vigilance. Vigilance also collects good amount of revenue in crores from Sales Tax evasion cases. Creates awareness among the general public to remain vigilant on corruption and to cooperate with Vigilance Deptt. in combating corruption.

7. **Organisational Structure, Diagram at various levels namely State, Directorate, Region District, Block etc. (whichever is applicable)**

The Odisha State Vigilance is an Anti-Corruption Department. It is headed by Director-cum-Addl.D.G. of Police and assisted by I.G. of Police/ D.I.G of Police, having its Directorate Headquarters at Buxibazar, Cuttack-1. As regards its structure the State Vigilance has been divided into 6 Divisions viz;

1. Cuttack Division with Headquarter at Cuttack.
2. Bhubaneswar Division with Headquarter at Bhubaneswar.
3. Berhampur Division with Headquarter at Berhampur.
4. Balasore Division with Headquarter at Balasore.
5. Sambalpur Division with Headquarter at Sambalpur.
6. Koraput Division with Headquarter at Jeypore.

Apart from 6 Divisions a Vigilance Cell is functioning at Directorate Cuttack to enquire/investigate select cases of importance.

All the Divisions and Cell are headed by a S.P. each. All the Six Divisions have been broadly divided into 2 Ranges viz; Southern Range and Northern Range, under the control of a IG / D.I.G. Each Division has its own Unit and Squad Offices. Each Unit Office is headed by a DSP and each Squad Office is under the charge of D.S.P/ Inspector. The Vigilance Units and Squads are located as under:-

	OFFICE	FAX
Superintendent of Police, <b>Vigilance Cell</b> , Cuttack.	0671-2306399	0671-2305159
Cell Unit Office, Bhubaneswar	0674-2431012	0674-2431012
Special Cell Unit, Secretariat, Bhubaneswar	0674-2323115	0674-2393754
Superintendent of Police, <b>Cuttack Division</b> , Cuttack	0671- 2306028	0671-2306028
Jagatsinghpur Unit	06724-220393	06724-220393
Jajpur Unit	06728-222689	06728-222689
Angul Unit	06764-231154	06764-231154
Kendrapada Unit	06727-233186	06727-233186
Dhenkanal Unit	06762-223395	06762-223395
Superintendent of Police, <b>Bhubaneswar Division</b> , Bhubaneswar	0674-2397109	0674-2397304
Puri Unit	06752 -223485	06752 -223485
Nayagarh Unit	06753-252066	06753-252066
Khurda Squad	06755-221060	06755-221060
Superintendent of Police, <b>Berhampur Division</b> , Berhampur	0680-2202327	0680-2202327
Phulbani Unit	06842-253226	06842-253226
Parlakhamundi Unit	06815-222767	06815-222767
Boudh unit	06841-223576	06841-223576
Chhatrapur Squad , Chhatrapur	06811-262200	
Superintendent of Police, <b>Sambalpur Division</b> , Sambalpur	0663-2412115	0663-2412780
Rourkela Unit	0661-2504768	0661-2504768
Bolangir Unit	06652-230004	06652-230004
Baragarh Unit	06645-231004	06645-231004
Jharsuguda Unit	06645-270138	06645-270138
Sundargarh Unit	06622-274767	06622-274767

Deogarh unit	06641-226900	06641-226900
Subarnapur Unit	06654-221511	06654-221511
Superintendent of Police, <b>Balasore Division</b> , Balasore	06782-254445	06782-254690
Baripada Unit	06792-252086	06792-252086
Keonjhar Unit	06766-253261	06766-253261
Bhadrak Unit	06784-241146	06784-241146
Superintendent of Police, <b>Koraput Division</b> , Jeypore	06854-233330	06854-233330
Rayagada Unit	06856-222962	06856-222962
Bhawanipatna Unit	06670-231221	06670-231221
Nawarangpur Unit	06858-223273	06858-223273
Malkangiri Unit	06861-230747	06861-230747
Nuapada Unit	06678-223022	06678-223022

To help in investigations and enquiries, State Vigilance has its own **Technical Wing** under the charge of Superintending Engineer who is assisted by an Executive Engineer, an Asst. Executive Engineer, and Junior Engineers to provide the technical input. Besides, Vigilance has a **Commercial Tax Wing** under the charge of Addl. Commissioner Sales Tax, **Forest Wing** headed by Dy. Conservator of Forests, **Photo Wing**, **Document Examination Wing** and **Computer Wing** are also functioning to assist in investigation/enquiries.

State Vigilance also has a Legal Adviser, a Senior Standing Counsel assisted by Standing Counsels for prosecution of Vigilance cases in the Hon'ble High Court, Odisha. Besides, there are 18 P.Ps (Public Prosecutor) / Spl. P.Ps / Addl. PP/Addl. Special P.Ps/ Asstt. P.P. is working in the 11 Courts Special Judges, Vigilance. 2 Special Courts and 2 Courts of Authorised Officer and 1 Court of Chief Judicial Magistrate to conduct prosecution in Vigilance cases registered under P.C.Act and other IPC offences.

The Special Judge Vigilance Courts are situated one each at Cuttack, Berhampur, Sambalpur, Jeypore, Bolangir, Balasore, Bhawanipatna, Keonjhar and 3 courts in Bhubaneswar. Besides there are two Special courts functioning one each at Cuttack and Bhubaneswar exclusively to try DA (Disproportionate Assets) cases against high political and high public officials. Each Special Court consists of (one) Special Judge Court and (one) court of Authorised Officer.

State Vigilance deals primarily with prevention and detection of Corruption and in the process contributes in good governance.

8. **Expectation of the public authority from the public for enhancing its effectiveness and efficiency.**

Expects cooperation from general public in providing information about corrupt public servants / corruption and cooperation in investigation as well as prosecution in Vigilance cases.

9. **Arrangements and methods made for seeking public participation / contribution.**

1. By creating awareness amongst public.
2. Members of public and their complaint by personal contact, letters, e-mail or over phone etc.

10. **Mechanism available for monitoring the service delivery and public grievance resolution.**

A monthly work done report is sent to Government for appraisal of activities of the Vigilance. Press releases on activities are also done regularly.

11. **Addresses of the main office and other offices at different levels.**

**i) Main Office**

Vigilance Directorate, Odisha, Nuapatna, Cuttack.

**ii) Divisional Offices :**

1. Cuttack Division, Nuapatna, Cuttack.
2. Bhubaneswar Division, Suryanagar, Bhubaneswar.
3. Berhampur Division, Kamapalli, Berhampur.
4. Koraput Division, Near Govt. Bus stand Jeypore.
5. Sambalpur Division, Motijharan, Sambalpur.
6. Balasore Division, Bamapada, Balasore.
7. Cell, Vigilance Directorate, Nuapatna, Cuttack.

12. **Morning hours of the Office. :** 10 A.M.

**Closing hours of the Office. :** 5 P.M.

Officers are available over phone.