

Hindustan Salts Limited
(A Government of India Enterprise)
Subsidiary: Sambhar Salts Limited
G-229, Sitapura Industrial Area, Jaipur-302022
Vigilance Branch

File No: 13/Vig/OVA/2015/ 1179-1191

Date: 02.08.2022

Sub: Preventive Vigilance measures cum housekeeping activities: 3 months campaign (16th August 2022 to 15th November) - as a precursor to Vigilance Awareness Week (VAW) 2022.

The Central Vigilance Commission has decided that this year's Vigilance Awareness Week would be observed in the week starting from 31st October 2022, as per CVC Circular No. 14/07/22, dated 25.07.2022 (copy enclosed). As a precursor to Vigilance Awareness Week 2022, the Commission has desired the following preventive Vigilance cum internal housekeeping activities be taken up as focus areas by Organizations in next 3 months. In this regard a meeting of Vigilance Department with CMD HSL/SSL on 30.07.2022

S. No	preventive Vigilance cum internal housekeeping activities	Nodal Officer
1	Property Management (Annexure-1)	DGM (F&A), HSL and GM (W), SSL
2	Management of Assets (Annexure-2)	DGM (F&A), HSL and GM (W), SSL
3	Record Management (Annexure-3)	DGM (F&A), HSL and GM (W), SSL
4	Technological Initiatives: (A). Website Maintenance & Updation (Annexure-4(A))	Assistant Manager (IT)
	(B). Identification of new areas for service delivery for customers/ staff to be brought on online portal and initiation of steps for creating online platform (Annexure-4(B))	GGM (Operations) Overall Incharge Assistant Manager (IT), HSL for creation
5	Updation of guidelines/ circulars/ manuals (Annexure-5)	Sr. Manager (P&A), HSL CO, Jaipur

Nodal Officer(s) to co-ordinate with the concerned units of the organization for the activities as detailed above. As a 3 month's campaign, the exercise on above parameters will start from 16th August 2022 till 15th November 2022. The report should be submitted by Nodal Officer(s) regarding the works undertaken mentioned against each parameter to Vigilance division on preventive vigilance cum internal housekeeping activities as per attached format as Annexures (1) to (5) on monthly basis. The first report should be submitted by 15th Sep 2022, followed by second report by 15th Oct 2022 & the last consolidated report by 15th Nov' 2022 positively.

This is issued with the approval of CVO

Enclosure: As above

Sd/-
Vigilance Officer
HSL/SSL Jaipur

To,

1. Group General Manager (F&A) HSL/SSL, Corporate Office, Jaipur 1179
2. Group General Manager (Operations) SSL, Sambhar Lake 1180
3. General Manager (Works) SSL, Sambhar lake 1181
4. General Manager (Works) HSL, Kharaghoda, Gujarat 1182
5. General Manager (P&A) HSL/SSL, Corporate Office, Jaipur 1183
6. Addl. General Manager (C&L) HSL/SSL, Corporate Office, Jaipur 1184
7. Addl. General Manager (Technical) HSL/SSL, Corporate Office, Jaipur 1185
8. Dy. General manager (F&A), HSL Corporate Office, Jaipur 1186
9. In-charge HSL, Mandi Himachal Pradesh. 1187
10. Sr. Manager (P&A), HSL Corporate Office, Jaipur 1188
11. OSD to CMD HSL, Corporate Office, Jaipur 1189
12. Assistant Manager (IT), HSL/SSL Corporate Office, Jaipur (with a request to uploading CVC Circular No. 1190 14/07/22, dated 25.07.2022 on Vigilance Corner of Company's Website)
13. Notice Board, Corporate Office, Jaipur 1191

Sd/-
02/08/2022
Vigilance Officer
HSL/SSL Jaipur