

**RESIDENTIAL PROGRAMME**  
**Disciplinary Rules &**  
**Vigilance Proceedings in the Organization**  
**During: 17 -21 March 2025**  
**at**  
**Mysore (Karnataka)**



**Organized by**  
**Greater Noida Productivity Council**  
*(Affiliated to National Productivity Council)*

D-2/207, Krishna Apra Royal Plaza, Alpha-1, Commercial Belt  
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## Introduction

**Disciplinary Rules and procedure** is a standardized step-by-step comprehensive procedure that a organisations commits to in situations where an employee has to be warned, reprimanded or dismissed. If the procedure is not standardized and fair, the organisations could face discrimination or other legal charges.

**Vigilance proceedings and functions** to be performed by the CVO are of wide sweep and include collecting intelligence about the corrupt practices committed or likely to be committed by the employees of his organization, investigating or causing an investigation to be made into verifiable allegations reported to him, processing

## Programme Objective

- The program aims at exposing the participant's insight into the process of Disciplinary and vigilance matters and other allied process.
- The Programme will help the officers to develop skills required for handling vigilance case

## Course Content

- Disciplinary Rules: Concept and its applicability
- Principles of Natural Justice and areas of applicability
- Process of Drafting of Charge Sheet
- Examination of Witnesses
- Role & Functions of Chief Vigilance Officers
- Role & Functions of the Inquiry Officer and PO
- Appreciation of Evidence
- Identify the actions/omissions which vitiate the inquiry
- Preventive Vigilance & Vigilance : An Overview
- Role & Functions of Chief Vigilance Officers
- Measures & Sources of Preventive Vigilance
- CVC guidelines on preventive vigilance

## Participant's Profile

The Seminar is for the benefit of officers dealing with Vigilance/HR/Administration in Government, Semi Government, Autonomous Bodies, Public Sector undertakings, Agriculture Department, Hospitals, Banks, Municipal bodies, Universities etc.

This seminar is also useful for people dealing with vigilance cases, Government lawyers, presenting officers, inquiry officer etc.

## Methodology

The methodology of programme will be participative in nature. The sessions will be based on conceptual discussion, experience learning, case studies, group discussion, learning games and films also.

## Venue & Dates

**During: 17 -21 March 2025**

**at Any Hotel at Mysore**

**Check in: 17 March 2025 12:00 noon**

**Check Out: 21 March 2025 11:00 am**

## Participation Fee

Rs. 65,500/- (Sixty Five Thousand Five Hundred Only)  
+GST@18 (Equivalent to Rs. 77,290/-) per person  
which is inclusive of boading, lodging & programme  
material cost & Industrial Visit.

Delegate(s) accompanying with spouse will pay Rs 8000/ for the whole duration which includes stay, bed tea, breakfast , Lunch & Dinner payable to hotel. Children between the age 04-12 will be charged Rs 6000/ and will share the parent's room.

for ECS and on line payment, Bank details is as such

**ICICI Bank, Account No. 628401059872, Omega-1, Greater Noida 201310**  
**RTGS/NEFT/IFST Code ICIC0006284, GSTIN No. 09AACAG3904C1Z5**



## About Greater Noida Productivity Council (GNPC)

Greater Noida Productivity Council (GNPC) is a techno-managerial Consultancy organisation, affiliated to National Productivity Council, Gol, is promoting productivity culture in all the segment of societies like Industrial, service Sector, Manufacturing, Education, Cooperative, Banking, Water utility, Agriculture, sectors of economy etc. GNPC provides Consultancy and Training in the areas of Human Resources Management, Industrial Engineering & undertakes research besides Productivity promotion programs of the NPC, & Asian Productivity Organisation, Japan.

## Organisations sponsored in our previous programmes

Currency Note Press, Ex-Im Bank of India, THDC, North Gujrat University, Ministry of Health & Family Welfare, New Delhi, South Eastern Coalfields Ltd, DoPT, ICAR, KRIBHCO, UP Agri Deptt, RCF Ltd, NTPC, IOL Bongoigaon, RBI, WAPCOS Ltd, NDMC, YASHAD Pune, HINDALCO, HLL BEL, KSPCB, Bangalore, GB Pant Hospital Delhi, Safdarjang Hospital Delhi, Delhi Govt. etc.

### For Enquiry

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