

**GUIDELINES FOR PREPARING VISION DOCUMENT OF THE DEPARTMENT:**

<b>Sr. No.</b>	<b>Particular</b>	<b>Reply</b>
1.	Vision	“Vigilant Goa, prosperous Goa”
2.	Objective	<p><b><u>Complaint Section:</u></b></p> <ul style="list-style-type: none"> <li>➤ To keep vigil over Departments and take timely action on violations.</li> </ul> <p><b><u>Disciplinary proceedings Section:</u></b></p> <ul style="list-style-type: none"> <li>➤ Initiation of regular departmental proceedings against the Gazetted Officers of the Govt. of Goa.</li> </ul> <p><b><u>Technical Section:</u></b></p> <ul style="list-style-type: none"> <li>➤ Investigations of the complaints/references of technical nature.</li> </ul> <p><b><u>Anti Corruption Branch:</u></b></p> <ul style="list-style-type: none"> <li>➤ To ensure corruption free, transparent and accountable administration.</li> </ul>
3.	Short term goals (to be achieved by 2021)	<ul style="list-style-type: none"> <li>➤ To expedite disposal of the backlog and take up inquiry on new complaints.</li> <li>➤ Issue chargesheets within 3 months from the date of decision.</li> <li>➤ Timely completion of inquiries pending before Inquiry Officers.</li> </ul>
4.	Medium term goals (to be achieved by 2023)	<ul style="list-style-type: none"> <li>➤ Maximum disposal of old and new complaints.</li> <li>➤ Speedy investigation of matters.</li> <li>➤ To train Vigilance Officers of each Department for their self sufficiency in vigilance matters.</li> <li>➤ To train Inquiry Officers and Presenting Officers on CCS (Conduct) Rules, CCS (CCA) Rules, latest Govt. of India decision and case laws.</li> <li>➤ Streamlining of records.</li> </ul>
5.	Long term goals (to be achieved by 2025)	<ul style="list-style-type: none"> <li>➤ Disposal of matters in time bound manner.</li> <li>➤ Online services wherever possible</li> </ul>
6.	Strategic Planning	<ul style="list-style-type: none"> <li>➤ Preparation of timeline for disposal of matters.</li> <li>➤ Monthly review of pendency</li> <li>➤ Extensions to Inquiry Officers only for just and sufficient reasons and fixing responsibility for delay on Inquiry Officers/Presenting Officers, in order to ensure speedy disposal of inquiries.</li> <li>➤ If the above is achieved, there will be no backlog and accordingly we can ensure time bound service.</li> <li>➤ Holding training through GIPARD by eminent resource persons from Department of Personnel &amp; Training, New Delhi for improvisation of skills of Inquiry Officers/Presenting Officers.</li> </ul>
7.	Action Plan	<ul style="list-style-type: none"> <li>➤ To ensure meeting targets as give above.</li> </ul>