

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF REGISTRAR COOPERATIVE SOCIETIES
PARLIAMENT STREET, NEW DELHI
(VIGILANCE BRANCH)

F.4(08)/2023/Misc./RCS/Vig./626

Dated: 05/12/2025

OFFICE ORDER

In supersession of all previous orders, the Departmental Level Screening Committee is reconstituted for examining the Vigilance complaints against Officers/Officials of RCS received through VCIMS (Vigilance Complaint Information Management System) portal and recommend action thereon on those vigilance complaints. The Departmental Level Screening Committee is as under:-

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|------------------------------|---------------------------------------|
| 1. Special Registrar | - Chairperson/Nodal Vigilance Officer |
| 2. Addl. RCS/Jt. RCS/DRCS | - Member |
| 3. ARCS (Vig./Admn.) | - Member |
| 4. ARCS (Audit) | - Member |
| 5. ARCS (Housing Section-02) | - Member |
| 6. ARCS (Legal) | - Member |

Further, while examining the complaints, the committee will take into consideration the following:-

- a. A complaint against senior officers has to be considered for action recommended on the complaint by bench of at least two members of the screening committee. In case of split opinion, the view of the third member will be taken.
- b. When any specific complaint is received by name or by post against the officers at senior level i.e. Head of Office/Head of Department/Nodal Vigilance Officer etc. a committee namely State Level Committee will examine the said complaint provided to them in physical form by DOV. The said committee will recommend on the complaints received on the VCIMS portal against above level officers. Secretary (Vigilance) will put the recommendation of Screening Committee to Chief Vigilance Officer, Delhi with regard to complaints examined by State Level Committee, through the portal.
- c. Complaints having no specific/verifiable facts mentioned against senior officer(s) in main body of the complaint, then such complaints will be forwarded by DOV to concerned HOD of the department for necessary action without putting the same to state level screening committee.
- d. If a complaint is received against any officer/officials who is a member in the screening committee or officials working under him in the organization, then that officer will not look into such complaint(s) for the purpose of recommending action thereon.
- e. The committee will submit its recommendation in following format to the RCS.

S.No	Complaint No.	Brief Complaint	of	Recommendation of Screening Committee	Remarks
				Investigate & Report (I&R)/ Factual Report(FR)/ Forward to Department Concerned for taking necessary action (N.A.)/ File the complaint	

- f. The committee will sit on weekly basis or as decided/required from time to time.
This issues with the prior approval of the RCS.

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ASSTT. REGISTRAR (VIG.)/L.O.
Dated:

F.4(08)/2023/Misc./RCS/Vig./

Copy for information to:

1. PA to RCS, O/o RCS, New Delhi-110001
2. PA to Spl. RCS, O/o RCS, New Delhi-110001
3. Personal Branch of Addl. RCS, O/o RCS, New Delhi-110001
4. All Concerned ARCSs
- ✓ 5. ARCS (IT) with the request to upload the Office Order on the website of the Department.
6. Guard File

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ASSTT. REGISTRAR (VIG.)/L.O.