

Ref: AVG/10/25

19.08.2025

ONLINE WORKSHOP ON VIGILANCE: OUR SHARED RESPONSIBILITY

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Central Govt., State Govt., Public Sector Undertakings, Autonomous Bodies, Banks, Insurance Companies, etc. We have organized large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations.

An **online workshop on Vigilance: Our Shared Responsibility** is being organized by NAHRD from **14.10.2025 to 15.10.2025**.

Central Vigilance Commission, Government of India has issued a circular dated 01.08.2025 regarding **Observance of Vigilance Awareness Week 2025** mentioning focus on a number of areas including Capacity Building of officers across all levels. It mentions that all organizations may conduct structured training programs for executives and officials by master trainers or training institutes on 3 subject matters.

The program has been designed to provide practical insight into these areas. The present workshop is also for the benefit for officers who would like to being developed as Internal Faculty on the present subject for their respective organizations. After the workshop the participants shall have updated themselves in the following aspects:

- Significance of Vigilance in an organization
- Preventive Vigilance “**A Conceptual Framework**”
- Vigilance organizations and their functions
- Investigation & Report
- Framing of Charge Sheet
- Conducting CTE Type Intensive Examinations
- Panel Discussion on Preventive Vigilance as a Strategy

Faculty

Sh. M Sethu Ramalingam is a former Deputy Director (Vigilance) of Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. He is one of the eleven Master Trainers in the country as accredited by Department of Personnel & Training, Government of India. He is a renowned trainer in the field of Disciplinary and Vigilance matters and is widely consulted on the subject. He has conducted more than 400 training programs for the Presenting Officers, Inquiry Officers and Vigilance Officers of Central Government, State Governments and Public Sector Undertakings. He has also drafted "**Handbook for Inquiry Officers & Disciplinary Authorities- 2013**" on behalf of **Government of India**. He has conducted a large number of courses on training of techniques including International Training of Trainers Program. He was also decorated with Commendation by the Chief of the Army Staff during his service in the Army Headquarters. He has also served as Training Expert to Government of Mauritius for more than one year under the Indian Technical and Economic Co-operation Scheme of the Ministry of External Affairs, Government of India. He has trained a number of officers on Train The Trainer and Management of Training Programs for a number of reputed institutes such as SVP National Police Academy Hyderabad, Lal Bahadur Shastri National Academy of Administration, Defense Headquarters Training Institute, Institute of Secretariat Training & Management and many more

Other faculty member(s) having practical knowledge of the subject will be invited as the guest faculty.

Participation Fee: Rs. 8,000/- plus GST @ 18% per participant

Date & Timings:

14.10.2025: Tuesday (10:00 to 13:15 hours)

15.10.2025: Wednesday (10:00 to 13:15 hours)

Relevant link for registration will be sent to all the participants 2 days before the workshop. Participants will also be provided prior assistance for requisite technical support. Participants will also be awarded with a digitally signed certificate after successful completion of the workshop. Participants will be allowed to raise their queries, however participants can also send their specific questions in advance for optimum utilization of available time.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID. Kindly also provide GSTIN of your organization at the time of nomination. Please note that participation fee is to be paid at the time of nomination. For making payment through NEFT, details are as under:

Bank: Kotak Mahindra Bank. A/c No. 8912179265. CA.

IFSC Code. KKBK0004620

PAN: AAJFN7963N GSTIN: 07AAJFN7963N1ZF

For further information or clarification kindly contact:

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Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case the nominated participant(s) is not able to attend the workshop due to any reason and no substitution is made, fees shall be payable. Limited seats available for the present workshop and hence the nominations will be accepted on first-cum-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date of accepting nominations is **10.10.2025**.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

Best Regards



For NAHRD