

F.No. A-55/14/2026-Admin II
NATIONAL INSTITUTE OF HEALTH & FAMILY WELFARE
(Estb.& Administration Section)

Date 1st October, 2026

Office Order

Sub: - Observance of Vigilance Awareness Week 2026 - reg.

The undersigned is directed to forward herewith a copy of OM dated 19.08.2026, received from Vigilance Section of Min. of Health and Family Welfare alongwith CVC's Circular No. 04/08/26 dated 03.08.2026 on the subject cited above for necessary action. As per the said OM, as a prelude to Vigilance Awareness Week – 2026 (i.e. 26.10.2026 -01.11.2026), we need to observed a three-months campaign from 17.08.2026 to 16.11.2026.

2. Under the above campaign following Preventive Vigilance measures is proposed to be undertaken at NIHFW.

- i) Disposal of pending complaints
- ii) Disposal of pending cases
- iii) Capacity-building programmes
- iv) Digital initiatives
- v) Contract management

3. In accordance to Para 3 of Annexure- A to the Circular No. 04/08/2026 issued by the CVC dated 03.08.2026, the organisation are to encourage employees to complete following courses through online as well as in offline mode during the campaign period.

- i) IT & Cyber Security and Cyber Hygiene.
- ii) Public Procurement.
- iii) GeM-New Features and Functionalities.
- iv) Conduct Rules and Conflict of Interest.

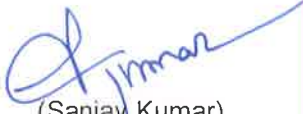
4. In view of above, it is to inform that all the employees of NIHFW are hereby requested to complete course on IT & Cyber Security and Cyber Hygiene and Conduct Rules and Conflict of Interest through online mode (iGot) positively before 15th October 2026. It is also requested to that the completion certificates may be submitted to their respective section Heads/ HoD, subsequently the Section Head/HoD may forward the details to V.O. (Dr.Nanthini Subbiah), NIHFW, through email by 20th Oct, 2026.

5. In the meantime the offline courses on Public Procurement and GeM-New Features and Functionalities may be organised by Vigilance Officer, NIHFW and conducted preferably in the second week of Oct, 2026.

6. During the Vigilance Awareness Week, all Sections/Deptts/Units/Cells shall ensure proper contract management, maintenance of records, use of e-office and digital platforms, and timely disposal of pending matters.

7. The action taken report (ATR) on the above Preventive Vigilance Measures undertaken during the campaign period will be furnished to the Vigilance Division by the 2nd week of November 2026, by Vigilance Officer, NIHFW

This issues with the approval of the Director, NIHFW.


(Sanjay Kumar)
Dy. Director (Admin.)

To

1. Vigilance Officer, NIHFW.
2. All HoDs/Sectional/Units Heads.

Copy to: -

1. SPA to Director/PA to DD(A).
2. F.I/c. (Computer Centre)-to upload the Office Order in the Institute's website & e-office.
3. Guard File.