

**UNITED BANK OF INDIA  
VIGILANCE DEPARTMENT  
HEAD OFFICE**

**Whistle Blower Policy as per Government of India Resolution on  
Public Interest Disclosure and Protection of Informer (PIDPI)**

**PREAMBLE**

The Government of India has authorized the Central Vigilance Commission (CVC) as the 'Designated Agency' to receive written complaints for disclosure on any allegation of corruption or misuse of office and recommend appropriate action. The jurisdiction of the Commission in this regard would be extended to any corporation established by or under any Central Act. Our Bank, being established under the Central Act, therefore, comes under the purview of the Central Vigilance Commission.

In accordance with the aforesaid Resolution of the Government of India, the CVC which will accept such complaints, has the responsibility of keeping of the identity of the complainant secret. As such, they have formulated norms for acceptance of complaints under the PIDPI. As a Public Sector Bank coming under the purview of PIDPI, Bank is required to inform the Employees, Officers of the Bank and general public the laid down norms of the CVC in this regard and this Policy is intended to provide for the same.

**POLICY STATEMENT**

All concerned are hereby informed that any complaint, which is to be made under this resolution (PIDPI) should comply with the following aspects :-

- i) The complaint should be in a **closed/secured envelope**.
- ii) The envelope should be addressed to Secretary, Central Vigilance Commission and should be **superscribed "Complaint under The Public Interest Disclosure"**. If the envelope is not superscribed and closed, it will not be possible for the Commission to protect the complainant under the above resolution and the complaint will be dealt with as per the normal complaint policy of the Commission. The complainant should give his/her name and address in the beginning or end of complaint or in an attached letter.
- iii) Commission will **not entertain anonymous/pseudonymous complaints**.
- iv) The text of the complaint should be carefully drafted so as **not to give any details or clue as to his/her identity**. However, the details of the complaint should be specific and verifiable.

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- iv) In order to protect identify of the person, the Commission will not issue any acknowledgement and the whistle-blowers are **advised not to enter into any further correspondence** with the Commission in their own interest. The Commission assured that, subject to the facts of the case being verifiable, it will take the necessary action, as provided under the Government of India Resolution mentioned above. If any further clarification is required, the Commission will get in touch with the complainant.
- v) The Commission can also take **action against complainants making motivated/vexatious complaints** under this Resolution.
- vi) At the Bank's level, CVO is authorized to deal with the complaints received from CVC under PIDPI.

A copy of the public notice issued by the CVC in relation to the above mentioned Resolution is enclosed. The said notification is also available on the website of the Commission <http://www.cvc.nic.in>.

All complaints under the PIDPI Resolution must be sent directly to the CVC, New Delhi.

The Chief Vigilance Officer (CVO) will take the following actions with respect to the complaints forwarded by Central Vigilance Commission under this Policy :-

- (i) All the relevant papers/documents with respect to the matter raised in the complaint should be obtained by the CVO and investigation into the complaint should be commenced immediately. The investigation report should be submitted to the Commission within two weeks.
- (ii) The CVO will ensure that no punitive action is taken by any concerned Administrative authority against any person on perceived reasons/ suspicion of being "**whistle blower**".
- (iii) Subsequent to the receipt of Commission's directions to undertake any disciplinary action based on such complaints, the CVO has to follow up and confirm compliance of further action by the DA and keep the Commission informed of delay, if any.

### **IMPLEMENTATION OF THE POLICY**

A copy of the Policy shall be displayed by all Branches/Offices of the Bank at a prominent place inside the Bank's premises to enable the customers/ general public to go through the same.

**Public Notices**  
**GOI Resolution on Public Interest Disclosure and Protection of Informer**

1. The Government of India has authorized the Central Vigilance Commission (CVC) as the '**Designated Agency**' to receive written complaints for disclosure on any allegation of corruption or misuse of office and recommend appropriate action.

2. The jurisdiction of the Commission in this regard would be restricted to any employee of the Central Government or any corporation established by or under any Central Act, government companies, societies or local authorities owned or controlled by the Central Government. **Personnel employed by the State Governments and activities of the State Governments or its Corporations etc. will not come under the purview of the Commission.**

3. In this regard, the Commission, which will accept such complaints, has the responsibility of keeping the identity of the complainant secret.

- i) The complaint should be in a **closed/secured envelope**.
- ii) The envelope should be addressed to Secretary, Central Vigilance Commission and should be **superscribed "Complaint under The Public Interest Disclosure"**. If the envelope is not superscribed and closed, it will not be possible for the Commission to protect the complainant under the above resolution and the complaint will be dealt with as per the normal complaint policy of the Commission. The complainant should give his/her name and address in the beginning or end of complaint or in an attached letter.
- iii) Commission will **not entertain anonymous/pseudonymous complaints**.
- iv) The text of the complaint should be carefully drafted so as **not to give any details or clue as to his/her identity**. However, the details of the complaint should be specific and verifiable.
- v) In order to protect identify of the person, the Commission will not issue any acknowledgement and the whistle-blowers are **advised not to enter into any further correspondence** with the Commission in their own interest. The Commission assured that, subject to the facts of the case being verifiable, it will take the necessary action, as provided under the Government of India Resolution mentioned above. If any further clarification is required, the Commission will get in touch with the complainant.

4. The Commission can also take **action against complainants making motivated/vexatious complaints** under this Resolution.

5. A copy of the detailed notification is also available on the website of the Commission **<http://www.cvc.nic.in>**.

**Issued in Public Interest by the Central Vigilance Commission, INA, Satarkata Bhawan, New Delhi.**

**Sd/-**  
**Secretary**  
**Central Vigilance Commission**