



INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES, GOVT. OF INDIA
MSME TECHNOLOGY CENTRE, MUMBAI



A REPORT ON OBSERVENCE OF VIGILANCE AWARENESS WEEK -2020



Organized by

Institute for Design of Electrical
Measuring Instruments (IDEMI),
Mumbai-400 022.

REPORT ON VIGILANCE AWARENESS WEEK -2020 OBSERVED
BY IDEMI, MUMBAI-400 022

DETAILS OF ACTIVITY CONDUCTED DURING VIGILANCE AWARENESS WEEK

The Vigilance Awareness Week-2020 was observed by IDEMI, Mumbai from 27th October 2020 to 2nd November 2020, under the auspices of Central Vigilance Commission (CVC) to spread awareness against corruption.

CVC's theme for this year's Vigilance Awareness Week is "**Vigilant India, Prosperous India**" with emphasis on spreading awareness in fight against corruption to all sections of Society. In line with the letter and spirit of the theme and in accordance with the directives of CVC & Ministry, several activities were organized covering a wide spectrum of society, with the aim of spreading awareness and sensitizing the public about ways and means to fight corrupt practices. We could muster the support of the print media also, which gave wide publicity to our run-up activities, ahead of the Vigilance Awareness Week.

DAY-1:- 27.10.2020:-

MASS INTEGRITY PLEDGE

Mass integrity pledge was taken by employees, students, visitors of the Institute.





DAY-2:- 28.10.2020:-

The websites of IDEMI was used to promulgate the messages of CVC and to encourage employees, vendor, visitors, and customers to take Citizen's Pledge online.

Link of CVC E-Pledge has been placed in our website

administered meaning in marathi | Central Vigilance Commission | pledge.cvcnic.in

केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION

सतर्क भारत, समृद्ध भारत
VIGILANT INDIA, PROSPEROUS INDIA

सत्यनिष्ठा प्रतिज्ञा
INTEGRITY PLEDGE

एक नागरिक के रूप में
AS A CITIZEN — OR — एक संगठन के रूप में
AS AN ORGANIZATION

प्रतिज्ञा तीन आसान चरणों में लें
TAKE PLEDGE IN THREE EASY STEPS

बुनियादी विवरण दर्ज कीजिये
ENTER BASIC DETAILS

प्रतिज्ञा की भाषा चुनिये
SELECT PLEDGE LANGUAGE

पढ़ें और प्रतिज्ञा लें
READ & TAKE PLEDGE

यदि प्रतिज्ञा पहले ही ले चुके हैं तो वचनबद्धता का प्रमाण-पत्र प्राप्त करें | If already taken Pledge, Get the Certificate of Commitment

प्रमाणपत्र अपने ई-मेल/मोबाइल पर भेजें | Send certificate to your Email/Mobile — OR — प्रमाणपत्र डाउनलोड करें | Download Certificate

11,150,251 नागरिक | Citizen

170,284 संगठन | Organization

NATIONAL INFORMATICS CENTRE

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14:21 10-11-2020

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IMPORTANT NOTIFICATION

- NEW** Integrity Pledge
- NEW** Observance of Vigilance Awareness Week - 2020
- NEW** Online Course on General Requirements for Competence of Testing & Calibration Laboratories & internal audit as per ISO/IEC17025:2017
- NEW** Admission Notification For Free Courses Under NBCFDC Scheme For OBC/EBC/DNT Candidates
- NEW** Registration For Free Courses Under NBCFDC Scheme For OBC/EBC/DNT
- NEW** Admission Notification For Free Courses Under ESDP Scheme
- NEW** Link for Registration in Free Courses Under ESDP Scheme
- NEW** AICTE Diploma Admission 2020-21
- NEW** PG & PD Courses Admission 2020-21
- NEW** Short & Long Term Courses Admissions 2020-21


TOOL DESIGN & TOOL ROOM PRACTICE
ELECTRICAL / ELECTRONICS
INDUSTRIAL AUTOMATION / EMBEDDED SYSTEM
ROBOTICS & MECHATRONICS
ANIMATION, GRAPHICS, WEB & VFX
INFORMATION TECHNOLOGY

Training for Skill Development


General Requirements for Competence of Testing & Calibration Laboratories & internal audit as per ISO/IEC17025:2017

We are glad to announce that NABL has granted us accreditation for the calibration of IR Thermometers/Non Contact Thermometers / Pyrometers in the temperature range of 0 to 500°C with CMC 0.9°C to 2.19°C for In House as well as On-Site Calibration.


Click Here To See Our Achievement



Online Training Courses



Calibration



Testing

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(A Government of India Society)

ISO 9001:2015, ISO 17025:2017 CERTIFIED ORGANISATION

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TOOL DESIGN & TOOL ROOM

CAD/CAM/CAE/CNC
DESIGN & MFG. OF PRESS TOOLS, MOULDS
DIE CASTING DIES, JIGS & FIXTURES CMM (QC)
ELECTRO MECHANICAL ASSEMBLY & CONSULTANCY

Gear up for the Revolution

Observance of Vigilance Awareness Week - 2020

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DAY-3:- 29.10.2020

MEETING ON PEERFORMANCE OF VAW:-

In order to create awareness and to sensitize the work force of IDEMI, Mumbai on the need and importance of 'Vigilance' in the organization, one session was conducted to all HoD by CVO. Through the session all HoD were directed to encourage co-staff, vendor, visitors, and customer to take online pledge available on website of IDEMI.



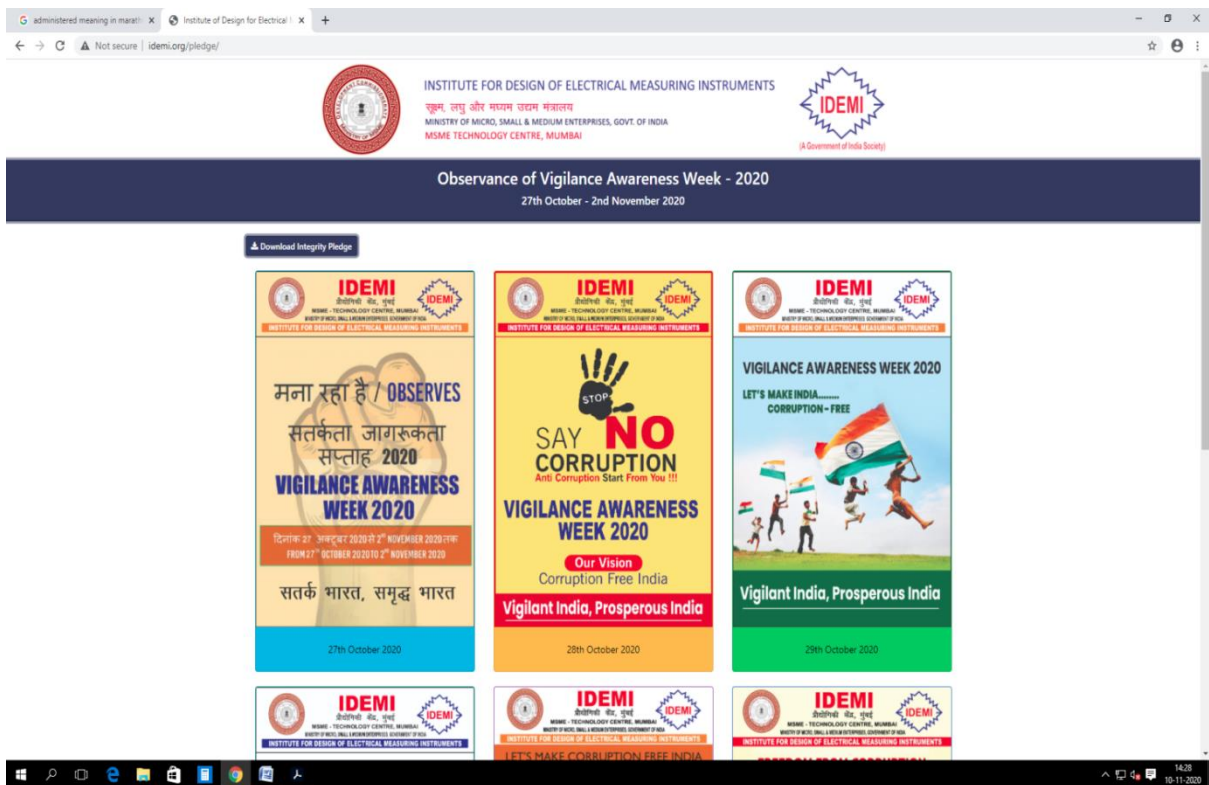


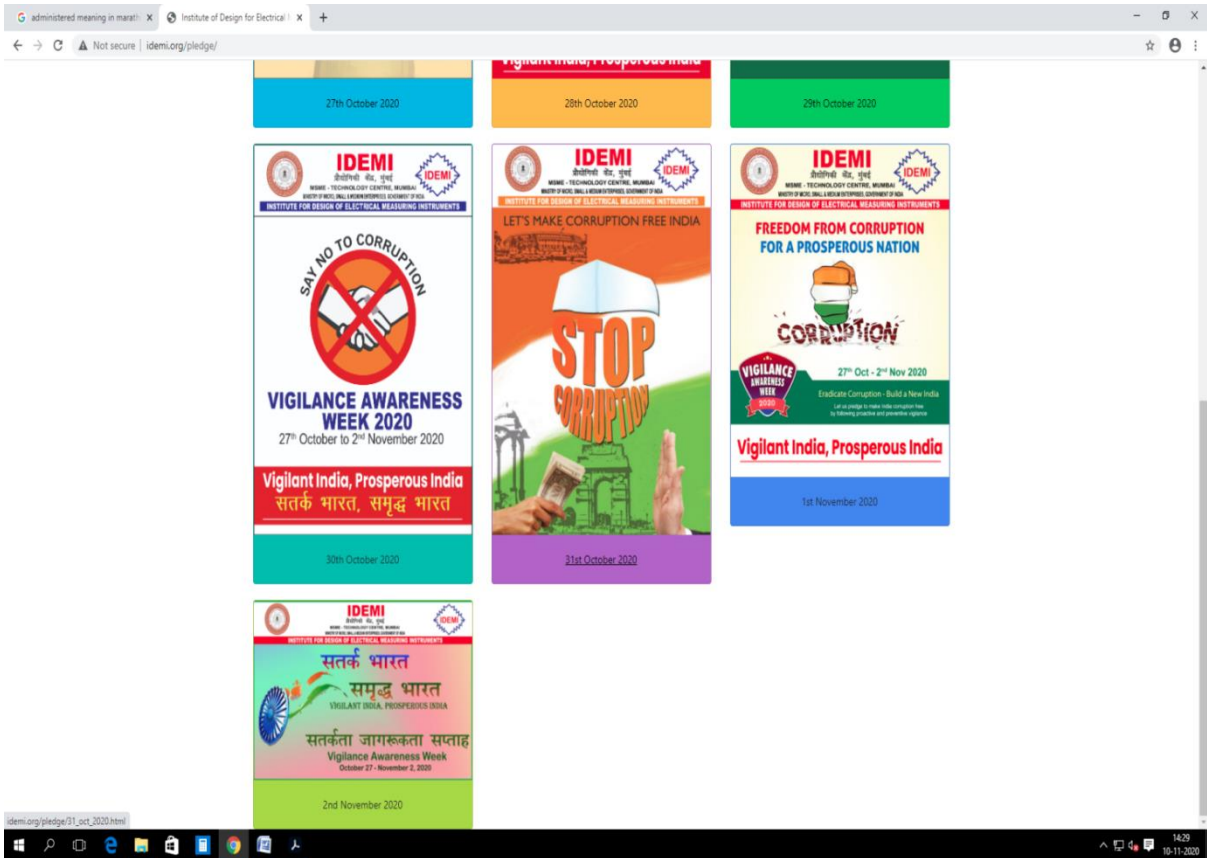


DAY-4:- 30.10.2020

SOCIAL MEDIA & WEBSITE

The Posters/Banners and information about various activities in connection with Vigilance Observance Week -2020 was uploaded in Company's Official website and Facebook Page.





facebook.com/idemi.mumbai.9

Idemi Mumbai

Timeline 2020 November

Manage posts List view Grid view

Idemi Mumbai 1 November

Vigilance Awareness Week at IDEMI, Mumbai

IDEMI
 प्रौद्योगिकी केंद्र, मुंबई
 MSME - TECHNOLOGY CENTRE, MUMBAI
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 INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS

**FREEDOM FROM CORRUPTION
 FOR A PROSPEROUS NATION**

CORRUPTION

VIGILANCE AWARENESS WEEK
 27th Oct - 2nd Nov 2020
 Eradicate Corruption - Build a New India

Friends - 294 Find Friends

Memedi Mumbai Ashok More Rahul Parakhe
 Ishwar Mali Shyamal Dey Prathamesh Mhaske
 Prashant Ingawale Margabandu Sundararajan Komal Narawade - Kamble

YOUR PAGES: IDEMI

CONTACTS: Vaishnavi Vinit Mestry, Shubh Nalawade, Jivan Ahire, Neetu Goel, Rajesh Kashyap, Shashikantha Karinka, Ashok Pareek, Nahar Singh Raj, Charlie Joseph, Avdesh Maurya

GROUP CONVERSATIONS: Create new group

English (UK) - English (US) - मराठी - हिन्दी - اردو

4:55 PM 10/11/2020

facebook.com/idemi.mumbai.9

Idemi Mumbai

Timeline 2020 October

Manage posts List view Grid view

Idemi Mumbai

Vigilance Awareness Week at IDEMI, Mumbai.

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**SAY NO
 TO CORRUPTION**
 Anti Corruption Start From You !!!

VIGILANCE AWARENESS

Friends - 294 Find Friends

Memedi Mumbai Ashok More Rahul Parakhe
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https://www.facebook.com/photo.php?fbid=1039484039911441&set=a.122790268147494&type=3&eid=ARAGkcs8b8Un4EKrQZMFuxl83eYly6E7j6X1PSj_GA4nSxZZcxhY75pEU2HqKQzEBVLvE58bzTYjy9Y

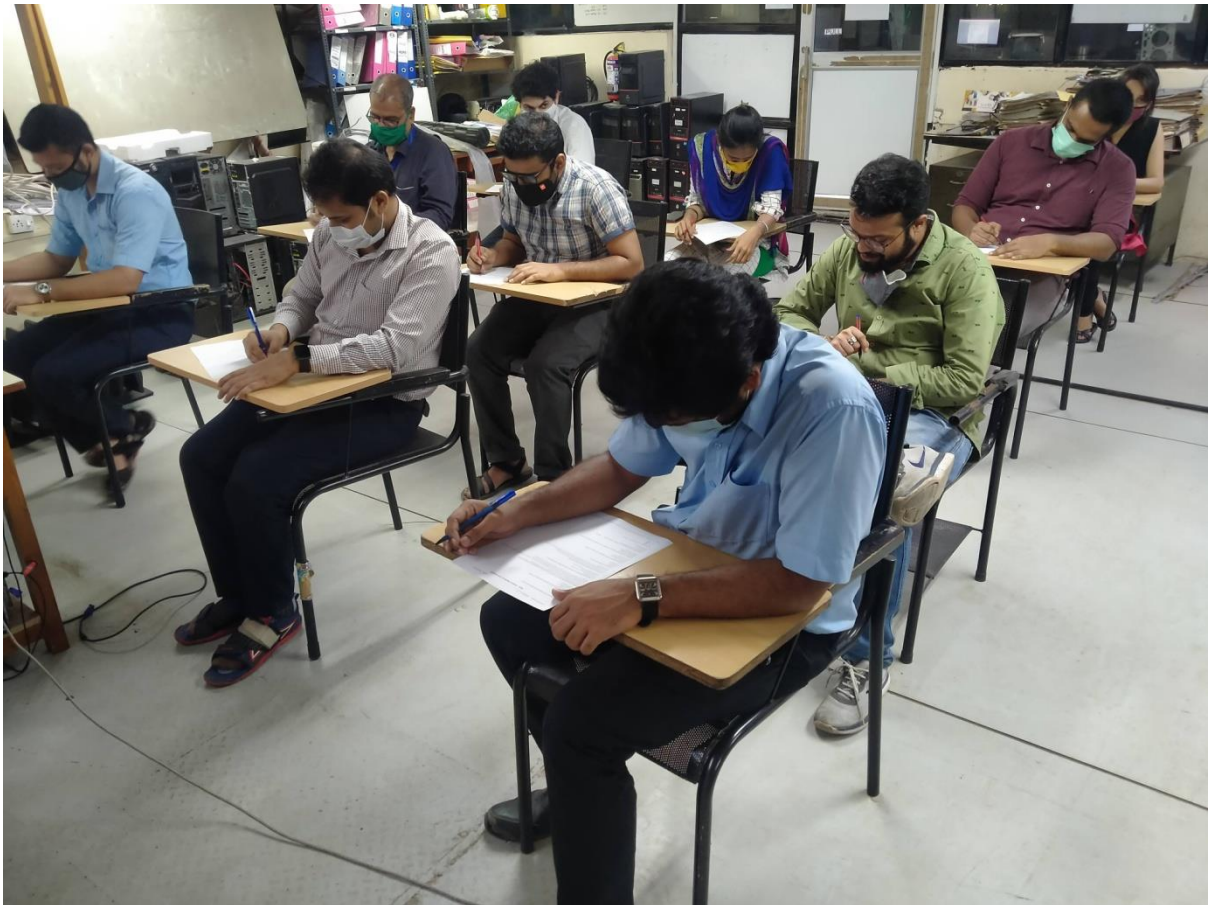
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DAY-5:- 31.10.2020

ACTIVITIES ORGANISED WITHIN INSTITUTE:-

Conducted various activities such as Quiz, Debate, Essay Writing, Slogan Writing, Poster/Cartoon Drawing, and Competition were conducted for the staffs of the institute.



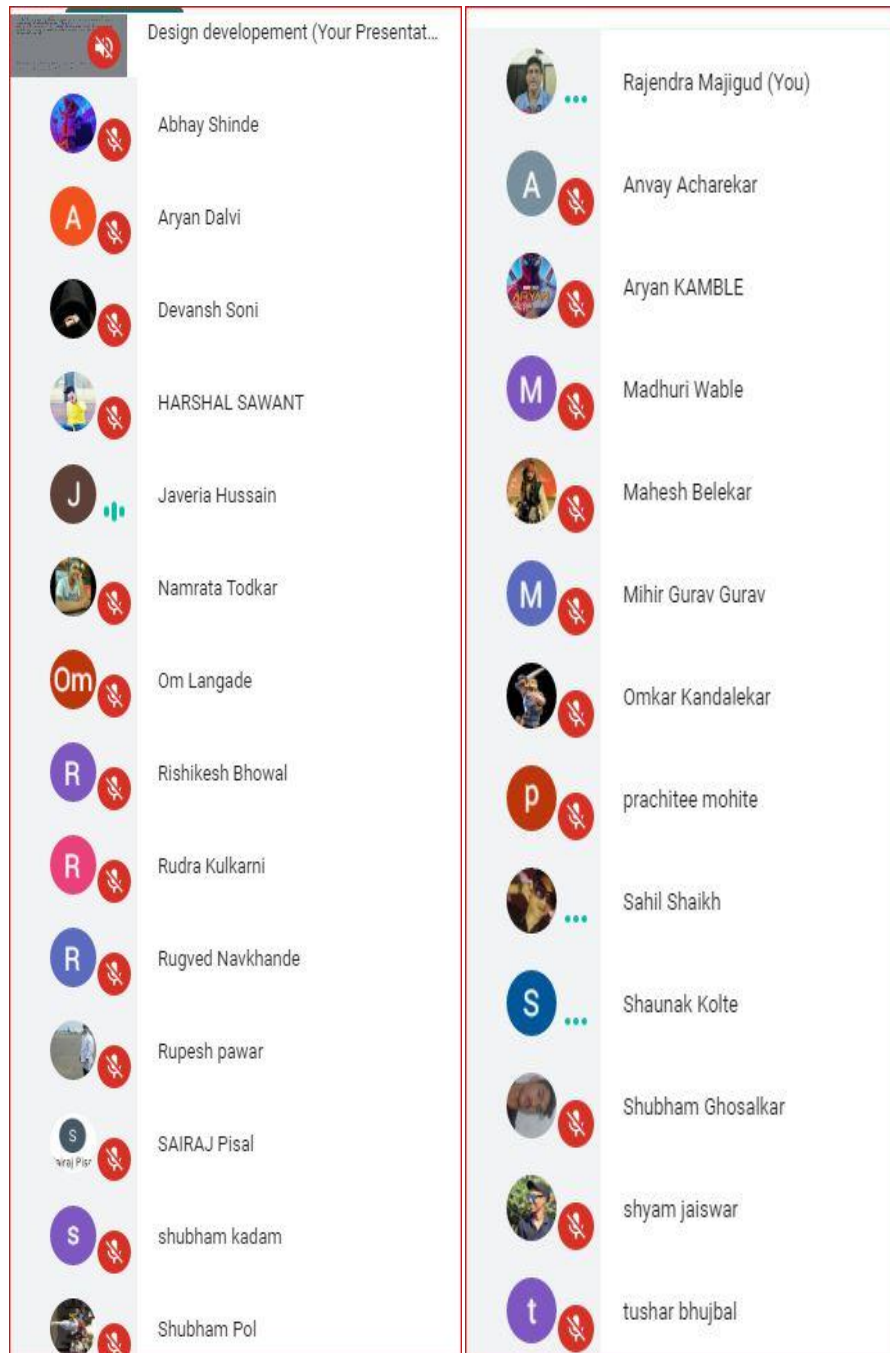




DAY-6:- 01.11.2020:-

ONLINE SESSIONS ON VIGILANCE AWARENESS:-

Conducted various online sessions on vigilance awareness & anti corruption for students, employees at various collages.





Animation IDEMI (Host, me)



Abhay (Guest)



Agnel (Guest)



armash (Guest)



Aryan Deshmukh (Guest)



Chaitanya Poredi (Guest)



Himanshu Kale (Guest)



Jay Shah (Guest)



Kashmira Salvi (Guest)



Malhar Bhosale (Guest)



Mihir Chavan (Guest)



Nipun Sawe (Guest)



Prashant ingawale (Guest)



Prathamesh Mhaske (Guest)



Rajveer Bhalani (Guest)



Ramesh Ghadage (Guest)



Rushikesh salunkhe (Guest)



Saamarthya Bodele (Guest)



Sahil Shinkar (Guest)



Sarthak Shelar (Guest)



Shubhankar Maiqaonkar (Guest)

Zoom Meeting

Talking:

Meeting Topic: Animation IDEMI's Personal Meeting Room

Host: Animation IDEMI

Passcode: 12345

Invite Link: <https://zoom.us/j/4114875236?pwd=TjVJMghUekRlNUNXZ...>
[Copy Link](#)

Participant ID: 293518





























Join Audio
Computer Audio Connected

Share Screen

Invite Others

Participants (48)

Q Find a participant

- Animation IDEMI (Host, me)  
- . (Guest)  
- 7S 73 sandesh vish (Guest)  
- Abhishek Asthana (Guest)  
- A Aishwarya (Guest)  
- Aishwarya Pawar (Guest)  
- AS Akanksha Shaha (Guest)  
- Amruta Bhoir (Guest)  
- A Anjali (Guest)  
- AB Anushka Borole (Guest)  
- AP Ashish Patel (Guest)  
- BP Bhavika patil (Guest)  
- Charudatta Giri (Guest)  
- DM Deep Marade (Guest)  

yes no go slower go faster more clear all

Invite Mute All

Unmute Start Video Security Participants 48 Polls Share Screen More End

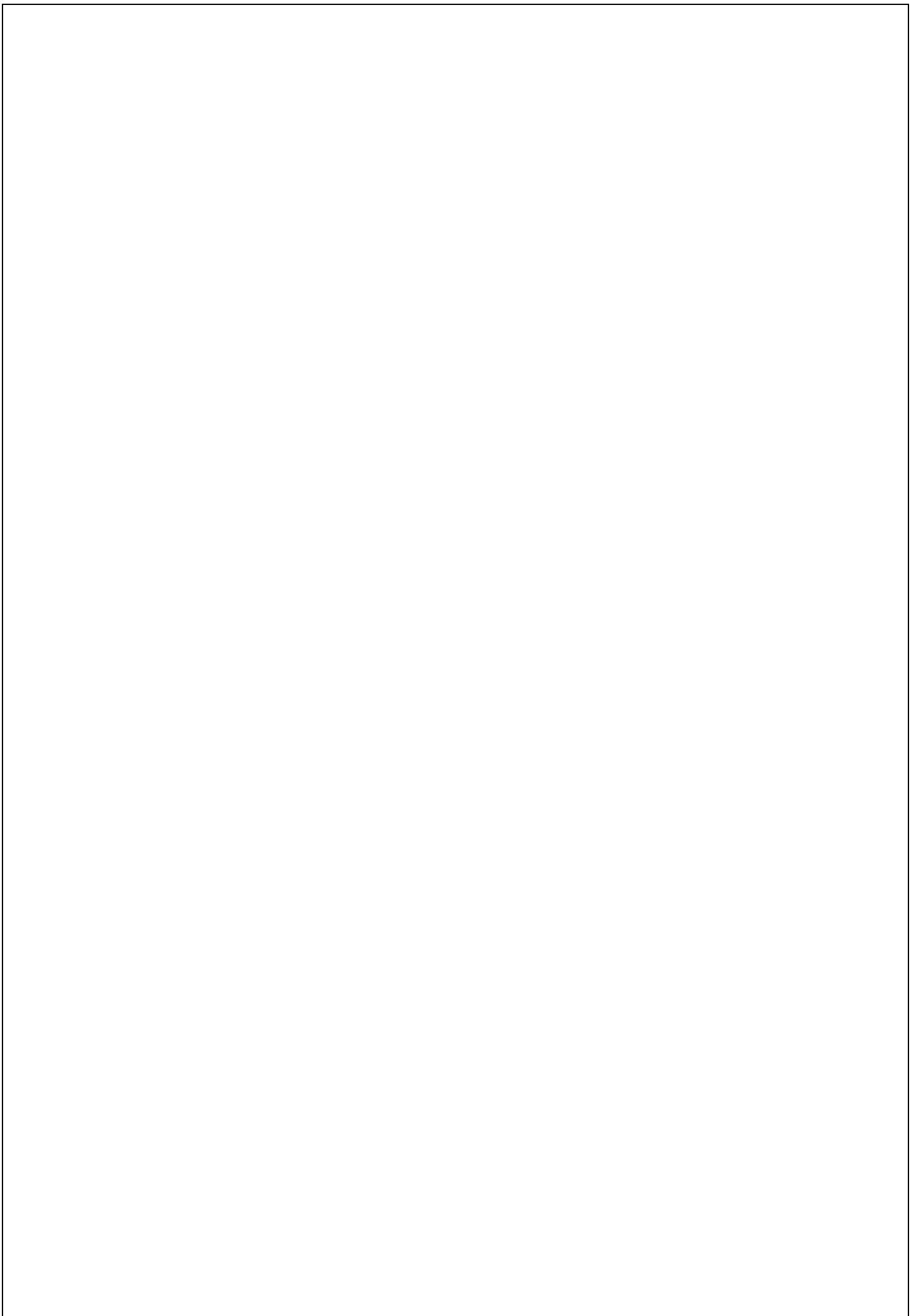
DAY-7:- 02.11.2020

VALEDICTORY FUNCTION:

The Observance of Vigilance Awareness Week – 2020 concluded with a valedictory function in the Institute.







Annexure A

Indicative List of areas/ activities which are to be taken up in campaign mode as a part of Vigilance Awareness Week 2020

(All Organizations are directed to strictly adhere to extant Covid-19 prevention guidelines at all locations and events and the economy measures circulated by the Ministry of Finance vide Department of Expenditure OM No. 7 (2)E Coord/2020 dated 4.9.2020)

Sr.No	Indicative List of Areas/ Activities	Reply
1	Land Management (title of land, property, encroachment issues etc.	
	A. Does the organization possess revenue documents/ records of land (s), under its control?	Yes
	B.How much land is under encroachment and at what locations?	NIL
	C. Steps being taken to combat encroachment?	NA
	D. Any other initiative?	NIL
2	Allotment of houses /quarters and related issues	
	A. Does the organization use IT application for allotment of houses?	NA
	B. Does the organization posses a house allotment policy?	YES
	C. Is house allotment being done as per prescribed policy?	YES
	D.Is there any illegal occupation of houses, if any and what action is being taken?	NO
	E. Any other issues	
3	Payments and other benefits to persons working in outsourced services in the organization.	
	A. Whether the organization possesses prescribed norms of outsourcing)	YES
	B. If yes, are these norms adhered to?	GoI
	C. Whether payment of salaries/ wages is paid through bank account by the contractor	YES
	D. Whether other statutory dues (PF, medical benefits etc.) are being given on time?	YES
	E. Whether due wages are paid to the outsourced person as per contract conditions and any test being done by the management?	YES
	F. Whether the vendors are adhering to prescribed by the organization?	YES
	G. Any other special initiative regarding outsourcing?	NA
4	Management of Assets	
	A. Whether condemnation of Assets (Plant & Machinery, Office Equipment, Vehicles, Sundry Items, etc.) is being done as per extant rule strictly?	YES
	B. Date of last condemnation of Assets (Plant & Machinery, Office Equipment, Vehicles, Sundry Items, etc.) may be given	11/02/2016

5	Complaints pending for I&R as on 1.9.2020	
	Complaints pending over six month old to be disposed of by 15.10.2020	NIL
	Complaints pending over one year old to be disposed of by 31.10.2020	NIL
	Other items pending with CVOs	
	A. Status of complaints received from other sources	NIL
	B. Status of complaints sent by CVC for NA	NIL
6	Vigilance cases pending for further clarification to the CVC	
	Cases to be disposed by 31.10.2020	NIL
7	Major penalty proceedings	
	Proceedings over six months old to be finalized by 31.10.2020	NIL
8	Minor penalty proceedings	
	Proceedings over six months old to be finalized by 15.10.2020	NIL
	Proceedings over one year old to be finalized by 31.10.2020	NIL
9	CTE Inspections	
	Reply to all pending CTE Inspection Report paras to be sent by 15.10.2020	NIL
10	Preventive vigilance measures undertaken by the CVOs	
	A. Inspections	YES
	B.Training programmes/workshops including E-training/Online training	YES
	C.Whether Organization possesses Record Retention/Preservation Policy? If so, date of last amendment.	YES
	D. Whether records are being weeded out as per the extant Retention Policy of the organization	NA
	E.Is the organization digitizing/plan to digitize old records	YES
11	If the Organization runs Schools, Hospital etc.- Whether prescribed policy for management is adhered to.	NO
12	Gender sensitization issues	
	A.Has the Organization constituted prescribed committees for the harassment of women at workplace? If yes, date of last meeting held	YES Date: 10/8/2020
	B.Percentage of representation of women at all levels in Organization	15 %
	C.Whether awareness regarding gender issues is being created in the organization.	YES
13	Leveraging Technology-IT usage and E-governance	
	A. New initiatives taken in the last one year for using IT as a preventive Vigilance tool (Each initiative may be described in about 50 words)	Refer Annexure 1
	B. Whether Information System Audit is done regularly for IT based application. Date of last Information System Audit may be given.	This is new Imitative, will be undertaken
14	Scrutiny of Audit Reports	
15	Updation of Rules, Regulations and guidelines	
	A. Whether Organization regularly revises its instructions, rules and regulation. If yes, date of last revision of	YES

	Procurement Rules, CDA Rules, Transfer/ Posting Policy, HRA Policy, Promotion Policy, Fraud Prevention Policy/ Banning Business Policy, etc.	
	B.Has the organization made rules for retired officials? If yes, furnish date	YES
16	System improvements undertaken (brief description within 100 words)	
	Description of Systems Improvement works/ initiatives done may be given in 50 words for each work/ initiative and not more than 100 works in total for all works	Refer Annexure-2

Annexure 1

1. IDEMI is issuing digitally signed calibration certificate and test report to the customers
2. IDEMI is following online tendering process for purchase of Capital Goods/ Machines.
3. IDEMI is updating their website time to time for our services and giving complete information to the stake holders.
4. IDEMI is updating various information through Facebook.

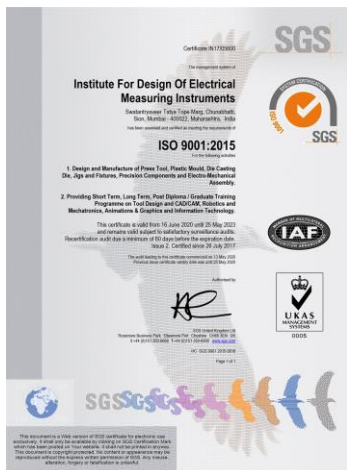
IDEMI-MSME TECHNOLOGY CENTRE MUMBAI

IDEMI Mumbai incorporates Best Practices in various section are as follows; -

1. **5S Implementation:** IDEMI is in the process of implementing 5S at all the section/department. IDEMI implemented 4S, Sort, Set in Order, Shine/Sweeping, Standardize.



Recently IDEMI has been awarded ISO 9001:2015, ISO / IEC 17025: 2017 Accreditation for Calibration and Testing Laboratories



**ISO 9001: 2015
Certificate**



**ISO/IEC 17025: 2017
ACCREDITED CALIBRATION
LABORATORIES
Extended up to 30.08.2021**



**ISO / IEC 17025: 2017
ACCREDITED TESTING
LABORATORIES**

2. **Swachata Abhiyan** implemented in all the section together comprising staff, trainees and students which help to maintain good work environment.
- All the Sections of IDEMI are sparing 30 minutes to 1 hr per month to clean individual sections as per the plan. All the employees and students are contributing themselves for keeping the IDEMI premises neat and clean. Also carry out plantation activities within the campus.



3. Behavioral, Positive Thinking, Managerial, Semi Managerial Skill Development Programme conducted for the staff as well as for the students.
4. Yoga Shibir, Arogya Camp organized for the staff and students.



5. **Energy Conservation** awareness and activities done at all the sections

6. **Industry Linkages**

IDEMI is regularly taking part in various exhibitions and seminars organized by various Industry Associations. Recently IDEMI has participated and exhibited their services in following Professional exhibitions

- Elecrama Exhibition
- IESA Exhibition at Bangalore
- IESS Exhibition at Chennai
- Participated Job Fair organized by Mumbai Municipal Corporation
- Participated in Women's Day event organized by Mumbai Municipal Corporation on

- IDEMI conducts meeting of “Industry Consultative Committee” on quarterly basis and The committee comprises Industry representative, BARC representative, State Government Statutory officials, industry Association Representative, Entrepreneurs etc.



- Celebrated “National Entrepreneurship Day” at IDEMI, in this occasion IDEMI students / entrepreneur get opportunity to interact with industrial expert / successful entrepreneur.



7. IDEMI Mumbai also organizing Technical as well as Soft Skill Development training programme for Capacity Building of Internal Staff, Faculty and Students.

