

CORPORATE GOVERNANCE

Governance Structure

The philosophy of the company in relation to corporate governance is to ensure transparency, disclosures and reporting that conforms fully to laws, regulations and guidelines, and to promote ethical conduct throughout the organization, with the primary objective of enhancing shareholders value while being a responsible corporate citizen. The company is committed to conforming to the standards of excellence in corporate governance in the country. It recognizes that the Board is accountable to all shareholders and that each member of the Board owes his/her first duty to protecting and furthering the interest of the company

As on 31st March, 2012, the Board of Directors comprised a full time Chairman, 4 whole time Directors (WTD) and 11 non-executive Directors (Non-ED) (including 9 independent Directors). During the year, 11 Board meetings were held on 29.04.2011, 23.05.2011, 24.06.2011, 29.07.2011, 26.08.2011, 22.09.2011, 03.11.2011, 29.11.2011, 13.02.2012, 21.02.2012 and 28.03.2012.

Being a Government Company, the directors on the Board are appointed based on nomination by the Government of India. The percentage of the Board of Directors that are independent, non-executive Directors is 67% (9/16). Corporate governance has been carried in accordance with the clause 49 of Listing Agreement. The Directors are selected through the well established procedure of Public Selection Enterprises Board. The Board of Directors is guided by organization's vision & credo. Being a Government Company, the nomination and fixation of terms and conditions for appointment as Director is made by Government of India. As such, the Nomination and Compensation Committee has not been constituted.



However, the Board has constituted a Remuneration Committee comprising of three independent Directors for the purpose of finalization of Performance Related Pay (PRP) for the executives of the Company in terms of Department of Public Enterprises Guidelines on Corporate Governance for Central Public Sector Enterprises.

The board members regularly review the performance of the organization on economic, environmental & social issues. SAIL being a public sector enterprise, the compensation to the board of directors, executives and other employees is provided as per the negotiated agreements at different time intervals as decided by the govt of India. Performance of individual unit is also taken into consideration in disbursing incentives & rewards to the employees.

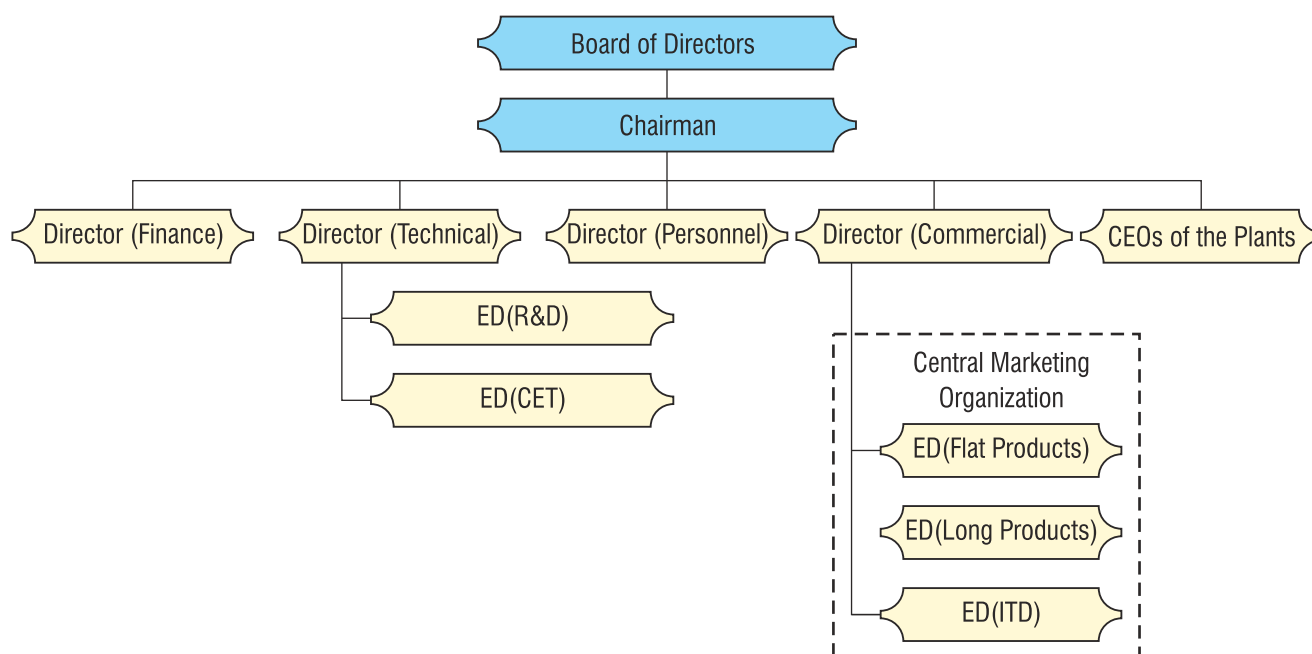
The minutes are prepared for proceedings of Annual General Meeting. These minutes include the suggestions, comments and feedback from the shareholders. The concern of shareholders are discussed in the Board Meeting and after prioritisation of these concerns, management integrates the same in business decision.

The SAIL Board committees are SAIL Audit Committee, Shareholders Investors Grievance Committee of SAIL, and

Committee of the Board (COB). There was no complaint pending redressal as on 31.03.2011. Number of shareholders complaints received during the period from 01.04.2011 to 31.03.2012 were 30. All of these complaints were resolved during the year and no complaint was pending for redressal as on 31.03.2012.

The company has in place a Code of Conduct applicable to the Board Members as well as the senior management and the same has been hosted on the company's website. All the Board members and the senior management personnel have affirmed compliance with the Code of Conduct as on 31st March 2012. There were no instances of non-compliance by the Company, penalties, strictures imposed on the company by Stock Exchange or SEBI or any statutory authority, on any matter related to capital, during the last three years.

BSP is following the vision and credo statement (values) of SAIL, which are formulated and reviewed by top management based on the internal and external environment. The vision essentially includes the perspective of long term growth, need of stakeholders and present and future challenges to the steel industry in terms of quality of products, return to various stakeholders and continual growth through customer satisfaction and profitability.



SAIL Board Committees

Audit Committee

The primary function of the Audit Committee is to assist the Board of Directors in fulfilling its oversight responsibilities by reviewing the financial reports, the Company's systems of internal controls regarding finance, accounting and legal compliance that management and the Board have established, and the Company's auditing, accounting and financial reporting process generally. The Audit Committee reviews reports of the Internal Auditors, meets Statutory Auditors and discusses their findings, suggestions and other related matters and reviews major accounting policies followed by the Company. The Audit Committee reviews with management, the quarterly and annual financial statements before their submission to the Board. The minutes of the audit committee meetings are circulated to the Board, discussed and taken note of.

Shareholders Investors Grievance Committee of SAIL

A Shareholders/Investors Grievance Committee under the Chairmanship of a non-executive director comprising of two whole time Directors as members is functioning to look into the redressal of shareholders and investors complaints like non-transfer of shares, non receipt of balance sheet, non receipt of declared dividend etc. Number of shareholders complaints received during the year was 30. All, 30 complaints were resolved during the year

Committee of Board

The terms of reference of the Committee of the Board (COB) are to approve capital expenditure schemes within the stipulated limits and also to periodically review the Company's business plans and future strategies. Being a Government company the nomination and fixation of terms and conditions for appointment as Director is made by Government of India.

The Non-Executive Directors are paid only sitting fees for each Board/Board Sub-committee Meetings attended by them. The salary of the whole time directors is fixed and does not include performance linked incentive except amount payable as per the Productivity Linked Incentive Scheme of the Company.

There were no transactions of material nature by the Company with promoters, the directors or the management, their subsidiaries or relatives etc that may have potential conflict with the interests of company at large. The non-executive Directors had no pecuniary relationships or transactions vis-à-vis the company during the year except receipt of sitting fee for attending the meetings of the Board/Board Sub-Committee.

Quarterly results are published in prominent daily newspapers as per requirements. The quarterly/Annual results are made available at the website of the Company. The Management's Discussion & Analysis Report forms part of the annual report. Any shareholder including small scale investors are communicated about annual general meeting.

The vision statement of SAIL, adopted by BSP

BSP is following the vision and credo statement (values) of SAIL, which are formulated and reviewed by top management based on the internal and external environment. The vision essentially includes the perspective of long term growth, need of stakeholders and present and future challenges to the steel industry in terms of quality of products, return to various stakeholders and continual growth through customer satisfaction and profitability.

Vision

- To be a respected world class Corporation and the leader in Indian steel business in quality, productivity, profitability and customer satisfaction.

Mission

To be a key driving player for SAIL to retain its leadership position in the steel business:

- Customer Centric and Cost Competitive approach
- Culture of Innovation, Transparency and Empowerment
- Sustainable business performance and Corporate Social Responsibility

The vision & mission are reinforced by values in the form of credo.

Credo

- We build lasting relationships with customers based on trust and mutual benefit. We uphold highest ethical standards in conduct of our business.
- We create and nurture a culture that supports flexibility, learning and is proactive to change.
- We chart a challenging career for employees with opportunities for advancement and rewards.

In conducting our business, we value

Initiative

- Having the courage, creativity and discipline to lead change and shape the future

High Performance

- Achieving superior business results, stretching our capabilities and valuing the contributions of every employee

Win-Win Relationships

- Having relationships which focus on the creation of value for all stakeholders

Stewardship

- A commitment to health, safety, environmental responsibility and our communities

Safety

- A relentless commitment to working safely and looking out for the safety of our contractual labours and others with whom we do business

Integrity

- Ethically and honestly doing what we say we will do

Respect for the Individual

- Embracing diversity and inclusion, enhanced by openness, sharing, trust, teamwork and involvement

The Corporate Vision and CREDO guide the formulation of organizational objectives at BSP as well as the plant level policies which reflect the organization's intent in its journey towards excellence. Major current and future challenges of BSP have been studied through SWOT analysis.

Vision, Sustainability Principles, Values, Challenges and Relationships are the overall umbrella under which the strategy evolution takes place. Directors' Workshops are held from time

to time wherein the top management analyses business results and sets strategic direction keeping in view the anticipated market/customer requirements. Strategy for future growth also takes into account necessary HR interventions and process/technology improvements that are required to sustain growth. The strategy planning process starts with various internal and external factors such as present and Sustainability analysis etc. The overall strategy evolution process is a multilevel process in line with company's vision and corporate guidelines. The long term strategies with a time horizon of five years have been worked out and a planning exercise is going on to finalise a road map for 2020. These strategies are focused on volume growth, operational efficiency and value-added product-mix aimed at making Bhilai Steel Plant a leading integrated steel producer with a low-cost positioning.

Organization Structure at BSP

BSP is headed by a CEO who reports to Chairman, SAIL. At the plant-level, the top management comprises of CEO and his DROs at ED / GM level who are functional heads. The senior level is made up of the Zonal Heads/HODs who report to their respective functional heads. The middle level comprises of sectional heads at DGM/AGM level, and the frontline executives consist of Senior Managers down to Junior Managers.

Various groups working in BSP for collecting and analyzing information - both internal and external - and making specific recommendations in each area for reviewing and updating



policies and strategies. The external environment is scanned with the help of market research group of CMO, Business Planning Group in Corporate Office, Cross-functional teams and Consultants.

Management tools and concepts adopted by BSP

Quality Management Systems (ISO 9001:2000)	Environment Management Systems as per IS/ISO 14001	Clean Technology/ Pollution Prevention
Quality Circles	Environment Performance Evaluation	Environment consideration at design stage
Knowledge Management	Life Cycle Assessment	Environment Impact Assessment
Six Sigma	Environment Management Information System	Sustainability Reporting
Benchmarking	Clean Development Mechanism	Occupational health & Safety (OHSAS 18001)
ERP/MES	Environmental Accounting	Social Accountability (SA 8000)

Code of conduct & Business Ethics

BSP does not tolerate corrupt or fraudulent practices and expects honesty, integrity and transparency in all aspects of its business, from employees, contractors and other business counterparts.

BSP as a part of public sector organisation is committed to follow the Central & State Govt guidelines for prevention of bribery and corruption in the organisation. Central Vigilance Commission Guidelines are strictly followed through the

procedures formulated and implemented by Vigilance Deptt.

SAIL-level committees are in place to facilitate the Board to take effective measures on issues related to business ethics. The company has in place a Code of Conduct applicable to the Board Members as well as the senior management and the same has been hosted on the company's website.

Transparency and accountability to stakeholders: Apart from the statutory committee at corporate level, which work for transparency & accountability to stakeholder, promotion of RTI, customer visit to plant premises are some of the other methods adopted by BSP to promote transparency to stakeholders.

Case Study

Ethics club-Real Life Experiences of Young Champions of Ethics

BSP has started Value education as an extracurricular activity by formation of Ethics Club (EC) in seven schools of Bhilai Steel Plant in July'2011. The members of the club are named as Young Champions of Ethics (YCEs).. The motto of the club is 'living a life of values' so that every member becomes a role model in moral values. This helps YCEs in becoming 'value messengers' in society.

- The most beneficial and interesting activity was sharing their experiences regarding propagating value in the community through self examples & identifying specific incidents from real life experience. A few such examples of their change of attitude after joining ethics club are narrated below.
- One of the students Farida Anum of Class-X E of SSS – No. 1, Sector-VI, narrated that after joining the Ethics Club, a marked difference was noted in her attitude towards her grand parents. Previously she didn't bother much about them and rarely spent any time with them. But now she religiously spends quality time with them and takes care of their small demands and tries to keep them happy.
- Shreya Sunil Deshpande of EMMS – V depicted a beautiful example of honesty. After the school, being the captain of the class, she along with the vice captain was doing routine checking of their class room. Her friend saw a compass box with bright colorful pens. She was tempted to have it all without disclosing it to anyone but the moral values in her knocked the door of her conscience. Through she could not gather the courage to refrain her from doing so. But the spirit of Ethical values instilled in her has made her realize the right thing & she deposited the box in the office.



Commitments To External Initiatives

BSP has been complying voluntarily to number of international agreements/regulations/conventions to improve its sustainability performance

Environmental Conventions

International Agreement / Regulation Identified as Relevant to Business	Steps Taken by the Organisation to Meet the Requirements	Involvement of Employees, Top Management & External Stakeholders
Kyoto Protocol	23 CDM projects have been identified for implementation. resulting in reduction of more than 1million tons of GHG emissions.	All the employees from the concerned departments have been trained by M/s.DNV. The employees have actively participating in the preparation of PDDs and other technical details.
Montreal Protocol,	BSP has eliminated use of CFC-11 by replacing it with Li- Br based chiller unit, way before the target date of 1.1.2010. 100 % of Halon based fire extinguishers has been replaced by FM 200 based units. Replacement of all industrial package air conditioners using CFC-12 by CFC free refrigerant.	Under UNDP aid, a project for the safe application of Trichloroethylene has been commissioned.
Basel Convention	BSP adheres to the requirement of the Hazardous waste amendment rules 2008. Some of the initiatives of BSP in this regard are <ul style="list-style-type: none"> Non-ferrous metal waste recycled in Steel Melting Shop for replacement of copper. Tar sludge is mixed with coal and charged to coke ovens Other Hazardous wastes are handled as Per HW rules-2008 	BSP in collaboration with M/s. ACC-Jamul, has initiated steps for the use of Acid Tar Sludge in its cement kilns. Employees, contractors & contractual workers have been trained on the methods of handling of Hazardous wastes under ISO-14001.
Stockholm Convention	Use of DDT and Aldrin has been stopped. BSP has also initiated a project of national importance for PCB disposal during the year. (The details are given in Env.performance section)	Employees and stake holders have been educated on the dangers of use of these chemicals.
Convention of Biological Diversity	Massive afforestation has been done in and around the plant. More than 5.52 million trees have been planted in BSP's Plant, township and mines. Plantation of medicinal plants is also encouraged. 48 eco-clubs are functioning in BSP's schools spreading the message of clean environment & afforestation amongst school children.	Plantation is being carried out with the help of state forest department. Employees, citizens of the township & school children actively participate in the plantation drive. BSP also helped CG. govt in carrying-out road side plantation of more than 100Kms in 11-12.
EU Directives	Scrap generated inside the plant is recycled. Handling & use of hazardous substances and chemicals are being done as per Hazardous Chemicals amendment Rules. Material safety Data sheets of chemicals/ substances are studied and communicated to respective users	Employees are trained and active involvement is ensured for the safe handling of materials used in the plant.

Social conventions

International Agreement / Regulation Identified as Relevant to Business	Steps Taken by the Organisation to Meet the Requirements	Involvement of Employees, Top Management & External Stakeholders
Non Discrimination (ILO Conv. 100,111,110)	SA 8000 Company rules	Internal and external stakeholder communication
Freedom of association & collective bargaining (ILO 87, 98)	SA 8000 Company rules	Internal and external stakeholder communication
Child labour, Minimum age (ILO Conv. 138, 182)	SA 8000 Company rules	Internal and external stakeholder communication
Forced and compulsory labour (ILO Conv 29, 105)	SA 8000 Company rules	Internal and external stakeholder communication
Normal working hours, max. overtime and fair wage structure (ILO conv. 1,30,47)	SA 8000 Company rules	Internal and external stakeholder communication
Occupational health services (ILO conv 161)	Establishment & functioning of National occupational Health centre	Internal communication
Policy on labour standards adopted by suppliers & contractors (ILO conv. 144)	Establishment & functioning of National occupational Health centre	Internal and external stakeholder communication
MDG Goals	CSR activities, Environment activities	Internal and external stakeholder communication
UN Global compact	ISO 14001, SA 8000, OSHAS 18001, Sustainability reporting	Internal and external stakeholder communication
Occupation safety & health (ILO conv. 155)	OHSAS 18001, Safety deptt	Internal and external stakeholder communication

Citizen Charter

- SAIL's Citizen Charter has outlined commitment of SAIL towards its stakeholders thereby empowering them to demand better products and services. The Citizen's Charter of SAIL may be summarized in four objectives as given below:
 - Ensuring citizen-centric focus across all its processes by adopting total Quality Management principles for improvement of products and services.
 - Ensuring effective citizen communication channels.
 - Demonstrating transparency and openness of its business operations by hosting the Citizen's Charter on the corporate web site.
 - Working towards delight of citizens by fail-safe processes and in case of exigencies leveraging its service recovery processes, like Grievance Redressal, Handling Complaints, etc.
 - The Company is totally committed to excellence in public service delivery through good governance by a laid down process of identifying citizens, our commitment to them in meeting their expectations and our communication to them of our key policies in order to make the service delivery process more effective. The Citizen Charter is a dynamic commitment which is reviewed continually to improve the effectiveness of the Document.

Precautionary Approach

Company policies, including the Environmental Policy and Corporate Social Responsibility Policy, reflect the ethos of prioritizing quality of life and the protection of the environment. The precautionary approach is the underlying spirit of every policy or guideline formulated at Bhilai Steel Plant. The Company assess whether its policies and actions might cause severe or irreversible harm to the public or to the environment and adopts a cautious approach and take steps to protect from harm where scientific evidence suggests there may be a risk, even where this is not certain.

The merit of every proposed activity, project or process is evaluated for financial performance, environmental and social performance before adoption. Environmental impact assessments are carried out for all projects to be implemented and necessary environmental management plans are integrated in the project to internalise the cost. Life Cycle Assessment has been carried out for the integrated iron and steel making route. The outputs on emissions, discharges, resource usage and global warming are analysed; targets are taken for continual improvement under the various management systems implemented by the plant. Only those proposals which ensure compliance with these policies are pursued.

Participation in Associations, and Partnership Commitments

BSP considers it vital to work together with other organisations to learn, share and work collaboratively towards common goals. The Company is an active member of many reputed professional bodies such as the World Steel Association (previously known as the International Iron and Steel Institute (IISI)), Confederation of Indian Industry (CII), Indian Institute of Metal, etc., with Number of companies (SAIL's) executives occupying significant positions in the Technical and Executive committees. SAIL has been keen to participate in initiatives which seek to address climate change and has been a



participant in the Steel Task Force initiatives of Asia Pacific Partnership on Clean Development and Climate under the aegis of the Government of India, Ministry of Steel.

The Company has increasingly been undertaking partnership projects in collaboration with NGOs, Industry Associations and National / International advocacy organisations. Social organizations established by BSP are working with a variety of partners on health, social and cultural activities. The details of such activities are covered in social performance chapter.

Diversity and Equal Opportunity

Being a public sector Govt organization, equal opportunities are provided to all without regard to gender, caste, religion and marital status. During career progression promotions are strictly based on merit. Female candidates are also given ample opportunity in the new recruitments.

BSP is an equal opportunity employer that has employed both women and men of calibre. Since its inception, women have held positions of responsibility. BSPs compensation philosophy does not differentiate between male and female employees. The remuneration is linked to responsibility levels and performance. For the same work or work of similar nature male and female employees are paid equal remuneration.

The organization is committed to equal employment opportunities for attracting best available talent, ensure

cosmopolitan workforce, the quality of life of its employees, developing their talent and maximizing their productivity. It ensures openness, transparency, fairness and equity in all its dealings with the employees is another component of the organization's HR Policy. BSP Personnel Deptt monitors and prevents any discrimination in its activities and services. BSP code of conduct gives due importance to Freedom of Association.

SAIL Personnel Manual is available on the BSP home page (company intranet) which articulates clear policies and rules to promote and ensure that BSP is an equal opportunity employer. BSP has employed both women and men of requisite skill and competence. The company employs women in both technical and non-technical areas, which is around 4.89% of the total employees. A committee headed by a senior woman officer is in place to address issues regarding prevention of sexual harassment.

Human Rights

BSP Personnel Deptt monitors and prevents any discrimination in its activities and services. BSP code of conduct gives due importance to Freedom of Association. Freedom of Association is enshrined under constitution of India and in the Trade Union Act. BSP ensures that this law of land is complied with regard to human rights. We do not have agreements that specifically include human rights clauses, or agreements that

have undergone human rights screening. There are no violations of human rights in BSP. BSP does not rely heavily on outsourcing and global networks. No screening of significant contractors and suppliers based on human rights is being undertaken by BSP.

There are no known cases of discrimination on any grounds whatsoever in BSP.

There are no such operations in BSP where right to exercise freedom of association and collective bargaining are at significant risk. BSP encourages its Employees to exercise their freedom of association and collective bargaining. There are no incidents in BSP of violations involving rights of indigenous people.

BSP strongly believes in the protection of fundamental rights described in the Constitution of India. Our constitution enshrines all relevant principles and guidelines prescribed by the International Labour Organisation (ILO) on Human rights. There was no recorded case during the reporting year, on any violation of human rights.

The various issues related to human rights impacts are addressed and are enlisted below:

- No use of Child & Forced Labour.
- Training of each and every contractual employee on safety, health and environment
- Follow the Operational Control Procedures under ISO-14001 and Occupational Health Management System.
- Ensuring non-violation related to minimum wages
- Deduction of Provident Fund and Gratuity as per rules prevailing in the country/region.

The various segments of Personnel Deptt in association with deptts concerned conduct training programmes for understanding the health, safety, environment requirements needed for improvement in quality of life through, interaction with workers, inculcation team building, work culture and code of conduct.

The contractors working in the premises of the organization are required to adhere to the employees benefit schemes of BSP including payment of minimum wages, deduction of provident fund and prohibition of child labour as explained above. The departments concerned along with safety deptt monitor the



contractor's performance and wages are paid under supervision of IR. All longterm contractors are required to pay wages through cheques/bank. The tender notices and enquiries issued to the contractors during reporting period include clauses on human rights, safety and health which the bidders are required to conform.

Bhilai Steel Plant emphasizes on equal opportunities and non-discrimination. There is no forced or compulsory labour in Bhilai Steel Plant. Legally it is prohibited in India. Standing Orders & Personnel Manual of Company addresses the various issues of disciplinary practices/code of conduct, which are strictly implemented and followed. These orders are in line with Standing Orders Act of India. Suppliers and contractors are finalized as per the guidelines of Government and company rules.

Factory act and various Standing Orders of BSP, forbid the use of child labour. The minimum age required for the employment is 18 years. It is also ensured that no contractual labours having age below 18 years are engaged in the activities, product and services of the organization. The recruitment process requires furnishing of appropriate proof of age. BSP does not employ child labour.

There is an established three tier Grievance Management System in BSP and it is ensured that no vindictiveness takes place in the process after the resolution of the grievance. The process is so effective that there had been no industrial unrest/strike till date. ED (P&A)'s open forum held every week is an example of 'Open Door Policy' of top management'. & facilitates direct feedback as well as Grievance redress.

For the contract labour deployed in BSP, regular awareness programs are conducted along with their safety training modules. During these awareness programs, valuable inputs are given to them about their statutory minimum wages, PF benefits, ESI benefits and other statutory benefits due to them, thus empowering them through Knowledge. These programs also serve as effective feedback channels for the management w.r.t the contract labour. SA8000:2008 addresses the fair practices implementation in the supply chain. The information related to compliance of SA 8000:2008 pertaining to child labour, forced labour, non-discrimination, freedom of association, health and safety of employees are sought

through a structured questionnaire from suppliers. The practices of SA8000:2008 are promoted amongst suppliers.

Security

BSP has full-fledged support and services of Central Industrial Security Force (CISF) for ensuring security in and around the plant. A battalion of CISF has been posted with a special training centre, dedicated to the training of security personnel on issues like security practices and human rights at Bhilai. Trained personnels & employees of CISF and Fire Brigade Service assist the District Administration as and when required and fully associate in the off-site emergency planning in the region.

Fire Service Department caters to the needs of Steel Works, the people of the industrial Township with a population of more than 0.2 million approximately, and all the local industries. Awareness training by Fire Brigade Deptt for the employees and students is organized. Fire Brigade Deptt received praise from Chhattisgarh Govt. for providing help in this region. A Govt. organization on Civil Defence is also working in tandem, for providing help during on site and off site emergency situations.

Policies/programmes on HIV & AIDS

National Aids Control Organisation (NACO) has recognized JLN Hospital Bhilai as Zonal Centre for AIDS Control. The most important rationale for workplace interventions for Prevention of HIV/AIDS emanates from the fact that the population category worst affected by the disease is the 15 – 45 age group, which constitutes the Economically Active Population and thus apart from the emotional and psychological trauma, the spread of infection if not arrested, will give rise to economic upheavals and problems in the workplace.

Programme

In line with the company's policy on HIV-AIDS the organization conducts regularly the awareness programmes, through

Occupational Health Department and Medical Deptt. of the Company. During the Year various AIDS awareness programmes were conducted. BSP also organizes AIDS prevention programme for high risk sections of the society such as truck drivers and contractor workers on regular basis. An automatic condom vending machine has been installed for AIDS control at JLN Hospital.



Corruption, Public Policy, Anticompetitive Behaviour and Compliance

BSP as a part of public sector organisation is committed to follow the Central & State Govt guidelines for prevention of bribery and corruption in the organisation. Central Vigilance Guidelines are strictly followed through the procedures formulated and implemented by Vigilance Deptt. System improvement and close examination of high value contracts and purchases continued to be the thrust area for the Vigilance Administration during the year. Adherence to CVC guidelines overseen by Vigilance function ensures compliance. Integrity Pact has been made mandatory for all tenders, contracts, long term agreements valuing Rs. 20 Crores and above. Extensive IT deployment in e-commerce areas has enhanced the transparency level.

Bhilai Steel plant does not encourage any kind of political lobbying and political influence in its working pattern. However, BSP gives respect to all National and State level political

representatives. Bhilai Steel Plant has not paid any money to any political party during the reporting year. There is no case pertaining to violation of anti-trust and monopoly regulations.

100% business units are analysed for risk related to corruption. During vigilance awareness week the following activities were conducted:-

- Display of Posters & Banners
- Essay competition for employees on the topic “ Role of Vigilance in enhancing efficiency & transparency”.
- Posters & Slogans competition for the employees
- Quiz competition
- Debate Competition for school children on the topic

When ever any incident of corruption is noticed, necessary action is taken for improvement in system & procedures to strengthen them. If necessary, new procedures are also formed. When ever it is proved that the intention of the individual in the incident of corruption is malafied, punitive action is also taken.

There was no fines and non-monetary sanctions for non-compliance with laws and regulations during the year.

