

रक्षा लेखा नियंत्रक (अनु.एवं वि.) कार्यालय, कंचनबाग, हैदराबाद - 500 058

Office of CDA(R&D), Kanchanbagh, Hyderabad - 500 058

फ़ोन/ Phone : (040) 24347621 / 22

ई-मेल / e-mail :: cdard-hyd.cgda@nic.in

फैक्स / Fax :: (040) 24347623

फाइल सं. AN/R&D/1017/Vol.IV

दिनांक.01.10.2015

परिपत्र / Circular

विषय:: Misuse of user-id and password in organisation – Preventive vigilance measures

संदर्भ:: Hqrs. letter No. AN/XIII/13006/Vol.XXII Dated 22.09.2015

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A Copy of Hqrs. letter cited above along with a copy of Central Vigilance Commission Circular No. 09/07/2015 bearing No. 010/VGL/080-290733 dated 30.07.2015 on the above subject is circulated herewith for information guidance & strict compliance.

2. The preventive measures mentioned in the above circular may be initiated immediately and action taken report in this regard may be submitted positively by 08.10.2015, as a report is to be rendered to Hqrs. office.

(प्रकाश नाईक / Prakash Naik)

सहायक नियंत्रक (प्रशा.) / Asstt. Controller (AN)

संलग्नक/Encl :: उपरोक्त/As above

Circulated to ::

GO(KS)

All SAOs/AOs/AAOs in Main Office & Sub-Offices

रक्षा लेखा महानियंत्रक
Controller General of Defence Accounts
उलन बटार मार्ग, पालम, दिल्ली छावनी-110010
Ulan Batar Road, Palam, Delhi Cantt 110010

No. AN/XIII/13006/Vol-XXII

Dated 22.09.2015

To

The Vigilance Officer
O/o the PCsDA/CsDA/PCA (Fys)/CFAs (Fys)
(Through Website)

Subject: Misuse of user-id and password in organisation -preventive vigilance measures.

A copy of Central Vigilance Commission Circular No. 09/07/2015 bearing No 010/VGL/080-290733 dated 30.07.2015 on the above subject is forwarded herewith for information, guidance and compliance.

2. It is requested that the preventive measures as mentioned in above circular may be brought to the notice of concerned authorities and also ensure that periodic inspections / checks are conducted to ensure complete implementation.

3. It is also requested that an action taken report in this regard of the verification conducted by the Vigilance Officer or the supervisory officers in their organisation may be forwarded within a week.

Please acknowledge receipt.



(V K Vijay)
CVO / Jt. CGDA

Copy to:

- i. Admin-IV Section (Local) }
- ii. EDP Wing }

For information and necessary action.

For information, necessary action and uploading on the website. Please work out on the modalities to check/inspect IDs and password sharing by DAD officers.

(Kavita Gang)
Sr. Dy. CGDA (Admin)

Telegraphic Address :
"SATARKTA: New Delhi

E-Mail Address
cenvigil@nic.in

Website
www.cvc.nic.in

EPABX
24600200

फैक्स/Fax : 24651186



सत्यमेव जयते

केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi 110023

सं./No....010/VGL/080-290733.....

दिनांक / Dated.....30.07.2015.....

Circular No. 09/07/2015

Subject:- Misuse of user ids and passwords in organisations – preventive vigilance measures.

The Commission has of late observed that in many cases relating to Banking Sector, Insurance Sector, CPSEs and even in other organisations functioning in a computerised environment, frauds are being perpetrated on account of the officer(s) sharing their user id and password with unauthorised persons and/or not disabling them on transfer/retirement/suspension/long leave of officers; not frequently changing the passwords, etc. The Commission is of the view that periodic change of passwords by officers would be an important preventive vigilance measure to address the issues. Mail ids, user ids etc. for accessing the secure systems should be disabled once an officer superannuates/placed under suspension/not required to perform any function on account of proceeding on long leave, training, deputation, transfer etc. Introducing a provision in the system/software itself at a pre-decided time period (i.e., a fortnight or a month) to change password could also be one of the options for preventing misuse by unauthorised persons.

2. In addition, it also needs to be ensured by way of periodic surprise inspections / checks by next higher authority / controlling officers as to whether the user ids and password are being shared by the officers with any unauthorised persons.

3. The Commission, vide circular No. 38/11/10 dated 30.11.2010, advised CVOs of all Public Sector Banks to ensure secrecy of employees' passwords and also keep on changing them frequently so that frauds being committed on account of misuse of passwords of employees may be avoided in the Public Sector Bank. CVOs of Banks were to take suitable action and regularly monitor secrecy of passwords and any instances of casual approach by any password holder was to be dealt ruthlessly by the concerned bank as the same may put huge funds at risk. It appears that the spirit of the circular is not being implemented

4. CVOs may, therefore, bring the above preventive measures to the notice of concerned authorities in their organisation and also ensure that periodic inspections / checks are conducted to ensure complete implementation.

5. CVOs are further advised to send an action report in this regard of the verification conducted by them or the supervisory officers in their organisation within a month by mail to coord1-cvc@nic.in.

[J. Vinod Kumar]

Officer on Special Duty

All CVOs of Ministries / Departments / CPSUs / Public Sector Banks / Insurance Companies / Autonomous Organisations / Societies etc.