



OIL AND NATURAL GAS CORPORATION LIMITED
HAZIRA PLANT, SURAT

NO.HZR/HR-ER/VAW/2025

Date: 29/08/2025

Observance of Vigilance Awareness Week - 2025

As per the directions of Central Vigilance Commission (CVC), Circular No: 025/VGL/047 dated 01.08.2025, Vigilance Awareness Week (VAW) 2025 will be observed from 27.10.2025 to 02.11.2025.

The theme for VAW 2025 is "सतर्कता: हमारी साझा जिम्मेदारी". "Vigilance: Our Shared Responsibility".

The CVC has advised to all organizations to undertake a Three-month campaign from 18th Aug 2025 to 17th Nov 2025 on Preventive Vigilance with focus on following areas:

1. Asset management for Fixed and Movable Assets, identification of Obsolete and scrap items and condemnation thereof. All concerned sectional heads are requested to carry out identification of items to be condemned and scrapped.
2. Capacity Building programs (Based on iGOT KarmaYogi Platform)

As part of the observance, a three-month Preventive Vigilance Campaign will be conducted from 18.08.2025 to 17.11.2025 wherein all employees are encouraged to complete relevant courses available on the iGOT Karmayogi platform on topics such as Procurement, Cyber Hygiene, and Ethics, General Management etc. The iGOT platform can be accessed at <https://igotkarmayogi.gov.in>. Employees may register on the website, log in, and search for the relevant topics under the "Learn" tab.

The following courses currently available on the iGOT platform are provided for **illustrative purposes only**. Employees may, however, opt for any other course relevant to the prescribed topics, in addition to or in place of those listed below:

A. Procurement related

1. Procurement Process on GeM For Products by GeM (1h 7m)
2. Using Data to Monitor and Improve Public Procurement (1h 28m)
3. SUSTAINABLE PROCUREMENT (1h 35m)
4. Public Procurement of Goods by DoE (1h 7m)
5. Procurement Services by DoE (2h 8m)
6. Procurement of Works by DoE (1h 9m)
7. Public Procurement Framework of GoI by DoE (1h 55m)
8. International Commercial Terms (INCOTERMS) (0h 28m)
9. Contract Management (0h 29m)
10. Strategic Procurement: Law Cybersecurity and Emerging Threats (0h 40m)

B. Digital, AI & Cyber Security related

1. Foundations of Artificial Intelligence: Applications and Ethics by Microsoft (1h 21m)
2. ChatGPT and Generative AI tools for Government Officials (1h 0m)
3. Artificial Intelligence in Finance by XLRI (1h 44m)
4. Overview of Financial Statement by DPE (1h 45m)
5. Cyber Vigilance: What Every Digital Citizen Must Know (1h 26 m)

C. General Management, Laws and Administration related

1. न्यूनतम वेतन अधिनियम 1948 (0h 44m)
2. Labour Laws in a Nutshell by XLRI (1h 27m)

- 3.Public Administration (1h 15m) 4.EPF Act and Schemes (1h 0m)
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- 5.दिव्ययांगजन अधिननयम 2016 (0h 50m)
- 6.RTI & Good Governance (0h 44m)
- 7.Drafting in Plain Language (2h 3m)
- 8.The Indian Contracts Act, 1872 by NADT (3h 18m)
- 9.Moral thinking for action: An introduction to values and ethics- by IIT Kanpur (1h 17m)
- 10.Prevention of Sexual Harassment of Women at Workplace (1h 51m)

D. Longer Duration Courses

1. Foundation Course on Cyber Security by C-DAC (24 h5 m)
2. Public Leadership by ISB Hyderabad (11h 20m)
3. Energy Efficiency in Public Buildings by World Bank (20h 5 m)

All the fellow employees of Hazira Plant are requested for wide participation. The copy of certificate on completion of the relevant training may be submitted to Sh. Mohinish Deepak, CE(P), CPF No.: 93468, deepak_mohinish@ongc.co.in. In case of clarification he can be contacted on 9969228919, EPBAX: 5697.


(S K Mahapatra)
29.08.2025

CGM(HR)-Head HR-ER

Distribution thru mail:

1. All Heads/In charges/Area Managers, with a request to give wide publicity among employees associated with them.
2. I/c Vigilance
3. Hazira Intranet

Copy to: EA to ED-PM, Hazira