

Procedure for lodging complaints with the Commission.

Please follow the guidelines and act strictly according to the procedure.

Complaint can be lodged **only** against officials belonging to the **organizations over which CVC has jurisdiction** namely :-

- Central Govt. Ministries/Departments
- Central Govt. Public Sector Undertakings
- Nationalised Banks
- Autonomous organizations like Port Trusts
- Centrally administered territories including Delhi, Chandigarh, Daman and Diu, Pondicherry etc.

The Commission has no jurisdiction over private individuals and State Governments. Therefore please do not lodge complaints against officials of these organizations to the Commission.

- ❖ The Commission does not entertain anonymous/pseudonymous complaints so please give your proper **name and address**.
- ❖ Complaints must be brief and contain factual details, verifiable facts and related matters. They should not be vague or contain absurd allegations and sweeping statements since these are liable to be filed.
- ❖ Please ensure that the complaint is addressed directly to the Commission since copies of the complaint not directly addressed to it are filed.
- ❖ The complaint will generally be acknowledged by the Commission but it is not possible to keep the complainant up dated with the status of the case. However the complaints are followed by the Commission to its logical conclusion.
- ❖ The public lodging complaints are also advised not to continue corresponding on the same subject after receiving the acknowledgement from the Commission.

LODGE COMPLAINT