

KNEC/COE/2024-2025/16

Date: 30.01.2025

OFFICE ORDER

As Kingston Engineering College transitions into an autonomous institution, it is essential to uphold the values of honesty, transparency, and ethical administration. In this regard, the following faculty member named **Dr. N. Shankar Ganesh, Professor, Mechanical Engineering, KNEC** is hereby designated as the **Chief Vigilance Officer (CVO)** with effect from 30.01.2025.

The CVO shall have a key responsibility in ensuring adherence to institutional regulations, fostering vigilance awareness, supervising grievance resolution mechanisms, and preventing any form of wrongdoing or unethical conduct. This appointment is undertaken in the best interest of the institution to enhance responsibility and governance.

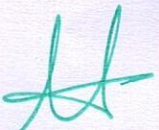
Roles And Responsibilities:

- Ensuring compliance with vigilance policies to maintain transparency and integrity in academic and administrative functions.
- Oversee financial dealings, fund utilization, and procurement processes to prevent fraud and misuse of resources.
- Perform surprise checks and internal audits to detect irregularities in admissions, examinations, faculty recruitment, and infrastructure projects.
- Investigate complaints related to corruption, favouritism, and unethical practices while maintaining confidentiality.
- Enforce adherence to government guidelines, university policies, and anti-corruption laws.
- Coordinate with the Central Vigilance Commission (CVC), University Grants Commission (UGC), and other regulatory bodies for vigilance matters.
- Conduct awareness programs, workshops, and training sessions to instill ethical values among faculty, staff, and students.
- Ensure transparency in faculty and staff recruitment, promotions, and appointments to prevent favouritisms and nepotism.
- Oversee examination processes to curb malpractices, paper leaks, and unfair means.
- Maintain records of vigilance activities, submit periodic reports, and recommend corrective actions.

- Protect whistleblowers and encourage stakeholders to report unethical behaviour without fear of retaliation.
- Recommend disciplinary measures against individuals involved in corruption or misconduct.

Implementation and Compliance:

All faculty members, administrative staff, and students are required to extend their complete cooperation to the Chief Vigilance Officer in promoting a transparent, ethical, and accountable institutional environment.

U.V. 
Principal
30/01/25

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