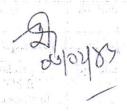
Revised NIS Work Plan for IME Division Ministry of Planning (January 2015 to June 2016)

IME Division, Ministry of Planning			Approved by: Ethics Committee date: 03/02/2016			
			Indicator			
Activities	Time frame	Baseline No. (as of December 2014	Target No.	Unit	Unit/Person in charge	
1. Institution	ial Arrangem	ient				
1.1)Formation of Ethics Committee	Done	-	<u> </u>	-	Secretary IMED	
1.2) Meeting of Ministry's Ethics Committee	Quarterly	3	6	No. of Meeting	Ethics committee	
1.3)Appointment of Focal Point	Done	-	-	-	Ethics committee	
1.4) Reporting to Ethics Committee	Quarterly	4	6	No. of Report	Ethics Sub committee	
1.5) Formation of Innovation Team	Done	-	-	-	Ethics committee	
2. Awarenes	s Raising					
2.1) Meeting	Quarterly	3	6	No. of Meeting	Ethics committee	
2.2) Workshop	By June 2016	0	1	No. of Workshop	Ethics committee	
3. Capacity 1	Development					
3.1) (1) Conduct training of NIS for officials and staffs of IME Division	By June 2016		120	No. of Trainees	Ethics committee	
(3.2) Career Development training of Officers & Staffs	By June 2016		12	No. of Trainees	DG CPTU Director Co- ordination	
4. Reforms o	f Rules and I	Regulations/Ord	inances			
4.1) Updating PPA 2006	By June 2016	4	1	Number	DG. CPTU	
4.2) Updating PPR- 2008	By June 2016	4	2	Number	DG. CPTU	
4.3)Recruitment Rules	By June 2016	0	1	Number	Secretary	
5. Rewards f	for Officers					
5.1) Integrity award for practices within the IMI		une , 2016	02 Officer 02 Staff	1. No. of Official 2. No. of Staff	s Ethics Su	



i dontoca est. 4. Resimbolares

Z. Swaregen Kasar



6. Service Up-gradation

6.1) Update Website	Continuously	-	-41.		Director Co-ordination
6.2) Internet Facility in the IME Division	By June 2016	-	20	Mbps	Director Co-ordination
6.3) Introduction of Wi-Fi Facility in the IME Division	By June 2016		All Employees/ block	For all IMED employees/	Director Co-ordination
6.4) Web Based Project Management Information System (PMIS)	By June 2016		All Employees /block	Person	Director Co-ordination
6.5) Introduction of e-filing	By June 2016	-	7	No. of Sector/Wing	Additional Secretary admin & Co- ordination
6.6) Uploading tender/invitation notices on website	Continuously	-			Additional Secretary admin DG a!! Sector
6.7) Introduction of Video conference	By June 2016	-	3.14 C		Director Co-ordination

7. Tansparency & Accountability

7.1) Nomination & Publication of	Done	-			Secretary
GRS focal Point					
7.2) Disposal of complaints Redressing Grievances	Continuously	-		No. of Complaint	Joint Secretary (attached)
7:3) Informing the complainant about the result	Continuously	-		No. of Complaint	Joint Secretary (attached)
7.4) Report to cabinet Division	Monthly	-	14	No. of Report	Joint Secretary (attached)
7.5) Uploading the report of GRS on the website	Monthly	-	14	No. of Report	Joint Secretary (attached)
7.6) Introduction of online GRS System	June 2016	-	\$	16,370	Joint Secretary (attached) & Director
7.7) ADP Progress Report to Website	Monthly	-	-14	No. of Report	Director!





8. Innovation Team ·

By June, 2016	3	5	No. of Meeting	Director Co-ordination
tion		- 3		
Nominated	-	=	-	Director Co-ordination
Continuously	-	7	Application/Pra yer	Daittoprapto Karmakarta
Monthly	-	14	Report	Daittoprapto Karmakarta
	Nominated Continuously	Nominated - Continuously -	tion Nominated Continuously	tion Nominated

10. Internal Audit & Budget

10.1) Introduction of Internal Audit among the wings to maintain NIS	Yearly	-	1	audit	Additional Secretary Admin
10.2) Arrange meeting for the consultation & implementation of the suggestions proposed by the Internal audit	Yearly	-	1	Meeting	Admin wing/ SAS-1
10.3) Placement of IME Division budget for the implementation of the NIS	By June, 2016	-	-		Admin wing/ SAS-1

46 -46	76 15			
2 1	Mon	ITO	BAR BARE	
1. 1	TATOM	110	A REEL	

O.

0;

11.1) Monitoring the implementation of the work plan	Quarterly	-	4	Meeting/Year	Ethics committee
11.2) Formulate a Monitoring Report	Yearly	-	1	Yearly	Ethics committee
11.3) Submit the report to National Integrity Implementation Unit (NIIU)	By June. 2016	-	1	Yearly	Ethics committee
11.4) Up-gradation of the work	Half Yearly	-	2	Meeting	Ethics committee

Md. Shahid Ullah Khandaker Secretary

&

Chairperson of Ethics Committee IME Division, Ministry of Planning.

C/Users/user/Desktop/IMED Innovation Team docx

1) Interest sail of L

I some statues & large, meaning of

the suggestion proposed by the

Digit Chaperson of American Arbor Laborates Laborates Cabinate Delices

'marcal agent

Caigus Sa deciment and consisting of the Constitution of the Const

A.S. boy me the report in white we will be seen to be a s