

-2016-

National Integrity strategy (NIS) Work Plan.
(January 2015 to June 2016)

| Sl No | Activities | Time Frame | Indicator | | | | Remarks |
|--|--|------------|------------------------------|-------------------------------|---|--|---------|
| | | | Base line No. (as of Dec/14) | Target No (Jan/15 to June/16) | unit | Person in-charge/ unit | |
| 1. Institutional Arrangement | | | | | | | |
| 1.1 | Formation of Ethics committee | June/13 | -- | 1 No | No of committee | Secretary Ministry of Railways | Done |
| 1.2 | Holding meeting of Ethics committee | Quarterly | 4 | 6 Nos | No of meetings | MS of Ethics Committee/FP of NIS | -- |
| 1.3 | Formation of Ethics committee at Bangladesh Railway & GIBR | April/15 | -- | 2 Nos | Nos of committees | DG, BR & Gl, GIBR | |
| 1.4 | Formation of Innovation team | May/13 | -- | 2 Nos | Nos of committees | Additional Secretary & Chief Innovation Officer, Ministry of Railways and Additional CSTE(Telecom), BR | Done |
| 1.5 | Reforms of Rules and regulation/ordinances/Acts | June/15 | -- | 3 Nos | Nos of Act amended/repealed | JS(Admn) | |
| 2. Awareness raising | | | | | | | |
| 2.1 | NIS orientation workshop for ministry officials | Quarterly | -- | 6 Nos | Nos of NIS orientation workshop at the ministry | FP of NIS, MoR | |
| 2.2 | NIS orientation workshop for BR & GIBR officials | Quarterly | -- | 6Nos | Nos of NIS orientation workshop at BR & GIBR | FP of NIS, BR & GIBR | |
| 2.3 | NIS as a module of in-house training in the ministry, BR & GIR staff | -- | -- | 3 Nos | Nos of introduction of NIS as module at the ministry, BR & GIBR | FP of NIS, MoR, BR & GIBR | |
| 3. Capacity development | | | | | | | |
| 3.1 | Conduct training of NIS for officials of ministry. | Quarterly | -- | 20 Nos | Nos of participants for training program on NIS | FP of NIS, MoR | |
| 3.2 | Introduce NIS as module of training in Railway Training Academy | -- | -- | 5 Nos | Nos of introduction of NIS as module at the ministry, BR & GIBR | FP of NIS, BR | |
| 4. Reforms of Rules & Regulations/ordinances/Acts | | | | | | | |
| 4.1 | The Bangladesh Railway Board(Repeal) Act,2014 | March/15 | -- | 1 Nos | Nos of Act repealed | JS(Admn) | |
| 4.2 | The Railway Nirapatta Bahini Act,2014 | June/15 | -- | 1 Nos | Nos of Act amended | JS(Admn) | |
| 4.3 | The Railway Property (Unlawful Possession) Act,2014 | June/15 | -- | 1 Nos | Nos of Act amended | JS(Admn) | |

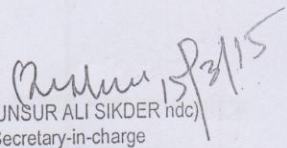
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| 5. e-Governance | | | | | | | |
| 5.1 | Website update | Monthly | -- | 18 Nos | Nos of updations | Additional Secretary & Chief Innovation Officer, Ministry of Railways | |
| 5.2 | Maintenance of e-mail accounts | Daily | -- | 90% | % of days within targeted time period for maintenance | Programmer, Ministry of Railways | |
| 5.3 | Internet facility in the ministry | -- | -- | 100% | % of officials working in MoR | Secretary, Ministry of Railways | Done |
| 5.4 | Installation of Wi-fi facility in the Ministry. | June/15 | -- | 100% | % of officials and staffs working in MoR | Secretary, Ministry of Railways | |
| 5.5 | Uploading tender invitation notices on website. | Regularly | -- | 100% | % of issuing tender/quotation notices during the time period | Programmer, MoR | |
| 5.6 | Introduction of e-procurement. | August/15 | -- | 100% | % of issuing e-notices | Programmer, MoR | |
| 5.7 | Introduction of video conference with Eastern & Western zones of BR | Fortnightly | -- | 72 Nos | Nos of video conference with Eastern & Western zones of BR during the time period | Programmer, MoR and DG, BR | |
| 5.8 | Introduction of Web portal | Feb/15 | -- | -- | Already established | Programmer, MoR | |
| 5.9 | Introduction of e-filing | August/15 | -- | 30% | % of filing system of MoR | Programmer, MoR | |
| 5.10 | Introduction of e-ticketing system. | -- | -- | 25% | % of total tickets issued by BR | DG, BR | Done |
| 6. Grievances Redress System | | | | | | | |
| 6.1 | Disposal of Grievances at the ministry, BR and GIBR | -- | -- | 100% | % of grievances submitted at the ministry, BR & GIBR | Secretary, Ministry of Railways; DG, BR & GIR, GIBR | |
| 7. Rewards for officers | | | | | | | |
| 7.1 | Integrity award for good practices within the ministry. | -- | -- | 3 Nos | Nos of officials to be selected for integrity awards at ministry | Secretary, Ministry of Railways; DG, BR & GIR, GIBR | |
| 7.2 | Integrity award for good practices within the BR and GIR. | | | 9 Nos | Nos of officials to be selected for integrity awards at BR & GIR | DG, BR & GIR, GIBR | |

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| 8. Transparency and Accountability | | | | | | | |
| 8.1 | Nomination and Publication of GRS focal point. | -- | -- | 3 | Nos of GRS focal point for MoR, BR & GIBR | Secretary, Ministry of Railways; DG, BR & GIR, GIBR | Done |
| 8.2 | Disposal of complaints | Monthly | 0 | 36 | Nos of disposal complaints (if submitted) | Secretary, Ministry of Railways; DG, BR & GIR, GIBR | |
| 8.3 | Informing the complainants about the result. | Monthly | -- | 100% | % of disposal complaints | Secretary, Ministry of Railways; DG, BR & GIR, GIBR | |
| 8.4 | Uploading the report of GRS on the website. | Monthly | -- | 18 | Nos of reports of GRS | FP of GRS & Programmer, MoR | |
| 8.5 | Report to Cabinet Division | Monthly | -- | 18 | Nos of reports of GRS | FP of GRS | |
| 8.6 | Publication of Annual Report. | Yearly | -- | 1 | No of yearly Report for 2015 | Secretary, Ministry of Railways; DG, BR & GIR, GIBR | |
| 9. Right to Informantion. | | | | | | | |
| 9.1 | Appointment of focal point and delivery of information. | -- | -- | 3 | Nos of GRS focal point for MoR, BR & GIBR | Secretary, Ministry of Railways; DG, BR & GIR, GIBR | Done |
| 9.2 | Report to Cabinet Division | Monthly | -- | 18 | Nos of reports of RTI | FP of RTI | Done |
| 9.3 | Upgradation of Citizen charter. | April/2015 | -- | 3 | Nos of CC OF MoR, BR & GIBR | JS(Admn) | |
| 10. Introduction of Personal Management System | | | | | | | |
| 10.1 | Formantion of Key Performance Agreement and signing with cabinet division. | Feb/15 | -- | 1 | No of Agreement | Secretary, Ministry of Railways | Done |
| 11. Innovation Team | | | | | | | |
| 11.1 | Ministry level meeting | Monthly | | 18 Nos | Nos of holding meeting at the ministry | Additional Secretary, Ministry of Railways & FP of Innovation team | |
| 11.2 | Sending Innovative ideas to PMO. | Monthly | | 18 nos | Nos of sending reports to PMO | Additional Secretary, Ministry of Railways & FP of Innovation team | |
| 12. Disposal of Audit Objection. | | | | | | | |
| 12.1 | Holding of Tri-party meeting. | Monthly | -- | 18 Nos | Nos of holding tri-party meeting | Additional Secretary, Ministry of Railways | |

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| 13. Budget for NIS | | | | | | |
| 13.1 | Budget Allocation for 2015-2016 Fiscal year. | -- | -- | 5 lacs | Taka | Secretary, Ministry of Railways |
| 14. Monitoring and Evaluation | | | | | | |
| 14.1 | Monitoring the implementation of the work plan. | Monthly | -- | 100% | % of implementation of work plan | FP of NIS |
| 14.2 | Monitoring Report formulation. | Quaterly | | 18 Nos | Nos of monitoring report | FP of NIS |
| 14.3 | Submit the Report to NIU. | | | 100% | % report as formulated at the ministry | FP of NIS |
| 14.4 | Evaluation and formulation of Evaluation Report. | | | | | |
| 14.5 | Upgradation of the NIS work plan. | | | | | |


 (MD. MUNSUR ALI SIKDER ndc)
 Secretary-in-charge
 Ministry of Railways
 &
 Chairman, Ethics Committee.

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