



Techtronic Industries

*BHRASHTACHAR-VIRODHI  
NITI*

# Vishay-Suchi •

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# 1. Parichay.

Bhrashtachar-virodhi kanoonon ka anupalan, naitikta aur akhandata ke uchchattam manakon ko banaye rakhne ke hamari pratibaddhata ka ek kendriya hissa hai. Hum apeksha karte hain ki hamare karmachari aur vyavasaayik saajhedaar un sabhi adhikaar-kshetron mein, jahan hum kaarya karte hain, sabhi prasangik kanoonon ka anupalan karen, in kanoonon ke shabdon evam bhaav ka palan karte hue, aur is samajh ke saath ki unki karyavaahiyaan hamari naitik pratishtha ko pradarshit karti hain.

Yeh Niti un apekshaon aur manakon ko nirdharit karti hai jinhen hamare karmacharion aur vyavsaayik saajhedaaron ke liy poora karna anivaarya hai.

Yeh Niti nimnalikhit par lagu hoti hai:

- Techtronic Industries Co., Ltd. tatha vishva bhar mein uski bahumat swamitva wali/niyantrank sahayak aur sambadh companian (sangyukt roop se, “TTI” ya “TTI Samuh” ya “Company”);
- Sabhi TTI karmachari, jinmein purnkalik, anshkalik, samvida aur asthaayi karmachari shamil hain (sangyukt roop se, “TTI Karmachari”);
- TTI ke Sabhi vyavasaayik saajhedaar, jinmein vitrak, dealer, punravikreta, apurtikarta, sanyukt udyam saajhedar, agent, madhyasth aur salahkar, up-thekedar, nirmata ke pratinidhi, aur TTI ki or se kaaryarat anya tritiya paksh shamil hain (sangyukt roop se, “TTI Vyavasaayik Saajhedaar”).

Bhrashtachar-virodhi kanoonon ke udaharanon mein shamil hain, par in tak seemit nahin hain, Hong Kong Rishwatkhori Nirodhak Adhyadesh, Vietnam ka Bhrashtachar Virodhi Kanoon, Ameriki Videshi Bhrashtachar Prathaon se sambandhit Adhinyam, aur UK Rishwatkhori Nivaran Adhinyam. Jis had tak ye aur anya bhrashtachar-virodhi kanoon TTI aur/ya uski sahayak kampaniyon par lagu hote hain, unka palan anivaarya hai. Yadi ye kanoon is Neeti ke atirikt ya isse adhik kathor shartein lagu karte hain, to un sharton ka palan kiya jana anivaarya hai.

Hum bhrashtachar ke prati shunya-sahansheelta rakhte hain. Hamein satark rehna hai aur kisi bhi vyavastha ka yeh mulyankan karte samay sadharan vivek aur uchit nirnay-shakti ka prayog karna hai ki kya use bhrashtachar-yukt ya anya taur par anuchit mana ja sakta hai. Yadi aapke man mein koi prashn hon ya aap is Niti ke kisi sambhavit ulanghan se avagat hon, to kripya is Niti mein nirdharit sadhan ke madhyam se turant humse sampark karein.

## 2. Bhrashtachar-virodhi ke Mool Siddhant.

TTI mein, hum bhrashtachar ka sahara liye bina, imandari aur naitik tareeke se vyavsaayon ka vishwas jeette hain aur unse sambandh banate hain. Ye wahi apeksha hai jiska palan, lagu hone wale sabhi bhrashtachar-virodhi kanoonon aur viniyamon ke saath, sabhi TTI ke Karmachariyon aur TTI vyavsaayik saajhedaaron dwara anivaarya roop se kiya jana chahiye. Aisa karne ke liye poorv-gyan ka ek nishchit star aavashyak hota hai, jo sabhi bhrashtachar-virodhi kanoonon aur viniyamon ka aadhar banta hai.

### 2.1 Bhrashtachar kya hai?

Bhrashtachar ka arth hai, anuchit vyavsaayik laabh ya vyaktigat laabh ke liye saunpi gayi shakti ya pad ka durupyog. Iska sabse aam roop rishvatkhori hai.

### 2.2 Rishvatkhori kya hai?

Rishvatkhori samaanya roop se muly ki koi bhi cheez ka bhugtaan karne ya peshkash karne ko shamil karti hai, taaki kisi nirnay ya kriya ko anuchit roop se prabhavit kiya ja sake (udaharan ke liye, karna, na karna, tvarit karna, vilambit karna), ya anuchit vyavsaayik laabh prapt karne ya banaye rakhne ke liye.

Muly ki koi bhi cheez rishvat ho sakti hai. Ismein shaamil hai:

- Nakad bhugtaan
- Nakad ke barabar (udaharan ke liye gift card)
- Upahaar, atithya, prayojit yatra, ya anya vyavsaayik shishtachar
- Paropkari yogdaan ya Praayojak Sahayog
- Raajneetik yogdaan
- Rojgaar
- Avidh commission (udaharan ke liye, jab koi vyavsaayik saajhedaar vyavsaayik len-den ke dauran, aap dwara unhe anya vyavsaayon par prathamikta dene par, apne laabh ke ek hisse ki peshkash karta hai ya bhugtan karta hai)

Rishvatkhori tab ho sakti hai jab bhugtaan ya peshkash ki jati hai:

- **Seedhe** us vyakti ko, jiske kriyaon ya nirnayon par rishvat ka prabhav daalne ka irada ho; ya
- **Paroksh roop se** kisi tritiya paksh ke madhyam se (udaharan ke liye, agent, upa-thekedaar, salahkar, ya us vyakti ka parivarik sadasya, jise rishwat dene ka lakshya banaya gaya ho)

## 2. Bhrashtachar-virodhi ke Mool Siddhant

### 2.3 Sarkari Adhikari kaun hota hai?

Bhrashtachar-virodhi kanoon aur viniyam aksar sarkari adhikariyon ke saath sampark par kathor pabandiyan lagate hain, jisse bhrashtachar ki zara si bhi dharna se bachne ke liye adhik saavdhani ki avashyakta hoti hai.

Is Niti ke uddeshyon ke liye, "sarkari adhikari" shabd mein shaamil hain:

- Koi bhi vyakti jo nirvachit ya niyukt sarkari pad par hai;
- Koi bhi vyakti jo vidhayi, prashasnik ya nyayik pad par hai (jaise, sarkari mantri, vidhayi nikayon ke sadasya, nagarik sewak, magistrate ya nyayadhish);
- Kisi bhi sarkari vibhagon aur nikay ka Karmachari, adhikaari ya pratinidhi (kar ya seema-shulk adhikariyon sahit), pad ya darja chahe jo bhi ho;
- Raajya-swamitva wali/niantrank sansthaon ka koi bhi Karmachari, adhikaari ya pratinidhi, jinme Raajya-swamitva wale/niantrank udyam (udaharan ke liye, rashtriya hawaai Sewayen ya rail parichalak) shamil hain;
- Sarvajanik sansthaon (udaharan ke liye, vishvavidyalay) ka koi bhi Karmachari, adhikaari ya pratinidhi;
- Kisi bhi raajneetik dal ka adhikaari, pratinidhi ya pratyashi;
- Raaj parivaron ka koi bhi sadasya, jiske paas "aadhikarik" adhikaar nahi bhi ho sakte hain, parantu jo sarkari udyamon mein maalikana ya prabandhakiya hit rakhta ho;
- Sarvajanik antarrashtriya sangathanon (udaharan ke liye, Vishva Bank, Antarrashtriya Mudra Kosh, tatha Sanyukt Rashtra) ka koi bhi Karmachari, adhikaari ya pratinidhi;
- Koi bhi vyakti jo sarkar ya kisi sarvajanik antarrashtriya sangathan ke liye aadhikarik kshamata mein karya kar raha ho, jismein ve gair-parishramik adhikaari bhi shamil hain, yadi unka sarkar ya sangathan ki or se vyavsay pradaan karne mein vaastavik prabhav ho.

### 2.4 Uphaar kya hai?

Uphaar kisi bhi moolya ki vastu ya laabh ko kaha jata hai jo diya ya prapt kiya jaye, jo praapatkarta ke aadhikarik ya vyavasaayik kshamata mein kiye gaye kriya-kalapon ya nirnayon ko sambhavit roop se prabhavit kar sakta ho.

Uphaar nakad ya nakad ke barabar vastuayen (udaharan ke liye, gift cards), bhautik vastuayen (udaharan ke liye, ticketein, Electronic vastuen, abhushan, randed saman), ya Sewayen ya upkar (udaharan ke liye, muft paramarsh, chhoot) ho sakte hain.

Dhyaan rahe ki upahaar mein ve vastuayen aur labh shaamil nahin hote jinka koi nirdharit praaptakarta na ho, balki jo vyavsaayik prachaar ke uddeshyon se saamanya prachaaratmak Samagri ke roop mein upyog kiye jaate hain (udaharan ke liye, company ke branded saman T-shirtein, mug, pen).

### 2.5 Atithya kya hai?

Atithya se tatpary bhojan, swagat samaaroh, khel-kood ya saanskritik karyakramon ke nimantran, aur manoranjan ke anya roopon se hai, jo sambhavit roop se praaptakarta ki aadhikarik ya vyavsaayik bhoomika mein unki kriyaon ya nirnay ko prabhavit kar sakte hain.

### 2.6 Prayojit Yatra kya hai?

Prayojit yatra se tatpary parivahan (deshiya ya antarrashtriya) aur aavaas ki vyavastha se hai, jo sambhavit roop se praaptakarta ki aadhikarik ya vyavsaayik bhoomika mein unki kriyaon ya nirnay ko prabhavit kar sakte hai.

# 3. TTI ke Karmachariyon ke liye shartein •

TTI ke karmachariyon ke roop mein, aapko anivarya roop se:

- Kabhi bhi pratyaksh ya paroksh roop se, kisi bhi vyakti ko ya kisi vyakti se, chahe vah vyakti sarkari adhikari ho ya niji kshetra ka koi paksh, rishvat ya anya anuchit labh prastavit, pradan, maang, sweekar ya praapt na karein.
- Rishvatkhori ya bhrashtachar ka keval pratyabhas bhi utpann na hone den.

## 3.1 Samanya Disha-Nirdesh

Upahaar, atithya, aur anya paramparagat shishtachar jaise vyavsaayik shishtachar ka uddeshya vyavasaayik saajhedaaron ke beech sadhbhawna ka nirmaan karna hota hai. Isliye, aapke liye anivarya hai:

- Yeh sunishchit karein ki prastavit, pradan, sweekrit ya praapt kiye gaye kisi bhi upahaar, atithya, ya anya vyavsaayik shishtachar is Niti aur laagu Kanoonon tatha viniyamon ke anukul hon; aur
- Aisi paristhitiyon se bachen jahan shishtachar aap ya anya vyaktiyon ki imandari ya vastunishth aur nishpaksh vyaavsayik nirnay lene ki kshamata ko prabhavit kar sakte hain, ya aisa pratit ho sakta hai ki ve aisa kar rahe hain.

Hamare graahak aur TTI vyavasaayik saajhedaaron ki aachar sanhita aur anya neetiyon ho sakti hain jo unke karmachariyon dwara praapt kiye ja sakne wale upahaaron, aathithya aur anya vyavsayik shishtacharon par pabandiyan lagati hain. Aapko sunishchit karna hai ki TTI ke vyavsay ke sandarbh mein pradan kiye gaye koi bhi shishtachar ya labh unki sangathanik neetiyon ke anuroop ho.

## 3.2 Upahaar, Aathithya aur Prayojit Yaatra

TTI ke karmachariyon ke roop mein, aapko anivarya roop se:

- TTI ke vyavsay ke sambandh mein TTI ke vyavasaayik saajhedaaron, graahakon ya anya tritiya pakshon se kisi bhi upahaar, aathithya ya prayojit yaatra ki **kabhi maang na karen.**
- Jo upahaar, aathithya ya prayojit yaatra ati-shandaar, baar-baar ya svabhav se anuchit ho, **use vinamrata se asvikar karen.**
- Kisi anuchit vyavsayik laabh ko praapt karne ya banaye rakhne ke uddeshya se TTI ke vyavasaayik saajhedaaron, graahakon ya anya tritiya pakshon ko kabhi bhi upahaar, **aathithya ya prayojit yaatra ki peshkash na karen aur na pradan karen.**

# 3. TTI ke Karmachariyon ke liye shartein

Upahaar, aathithya aur anya vyavsayik shishtachar keval tabhi anumati hain jab ve is Niti ke anuroop kiye gaye hon aur neeche diye gaye sabhi maapdandon ke saath-saath Upahar, Atithya aur Yatra ki Svikriti par laagu kshetriya Margdarshan, jismein moolya seemaayein shamil hain, ko poora karte hon:

- Upahaar, aathithya ya anya vyavsayik shishtachar kisi bhi bhrasht irade se, ya anuchit vyavsayik laabh prapt karne ke uddeshya se, prastut, pradan, sweekar ya prapt na kiya gaya ho;
- Ek spasht aur vaidh vyavsayik uddeshya ho (udaharan ke liye, upahar, atithya, ya anya vyavsayik shishtachar ka pravdhan ya prapati, TTI ke utpaadon ya sevaon ko badhava dene ya pradarshit karne ke liye avashyak ho);
- Upahar, atithya, ya anya vyavsayik shishtachar ka moolya Samaanay aur uchit vyaavsayik pratha ke anusaar uchit ho;
- Upahar, atithya, ya anya vyavsayik shishtachar ka swaroop sambandh ke anukul ho aur samaanay vyaavsayik pratha ke anusaar ho;
- Upahar, atithya, ya anya vyavsayik shishtachar praaptakarta par badle mein kuchh prastut ya pradan karne ki badhyata ki bhavana utpann na kare, aur na hi praaptakarta se aisa karne ki koi apeksha ho;
- Upahar, atithya, ya anya vyavsayik shishtachar kisi vishesh roop se samvedansheel avadhi ke dauran prastut, pradan, sweekar, ya prapat na kiya jaye (udaharan ke liye, pitch ya contract vaarta ke dauran);
- Upahar, atithya, ya anya vyavsayik shishtachar usi vyakti ko ya usi vyakti se baar-baar prastut, pradan, sweekar, ya prapat na kiya jaye;
- Upahar, atithya, ya anya vyavsayik shishtachar sthaniya kanoonon aur reeti-riwazon ke saath-saath praaptakarta ki sangathanik nitiyon ke anukul ho;
- Upahar, atithya, ya anya vyavsayik shishtachar ka pravdhan ya prapati kisi bhi pratyaksh, sambhavit, ya anumanit hiton ka takraav paida na kare;
- Upahar, atithya, ya anya vyavsayik shishtachar paradarshi roop se prastut ya pradan kiya gaya ho aur sahi tarah se dastavezikrit aur abhilekhit ho.

Aap upahaar prastut ya sviikar kar sakte hain, yadi uska moolya naam-maatr ho, vah aniyamit ho, bina kisi bhrasht uddeshya ya badle mein kisi bhi vastu ki apeksha ke diya gaya ho, aur vah is Niti tatha laagu kshetriya Upahar, Atithya aur Yatra ki Svikriti aur laagu kshetriya Margdarshan ke anuroop ho.

Aap atithya prastut ya sviikar kar sakte hain, yadi vah yuktisangat, sanyamit aur aniyamit ho, shart yeh hai ki usse juda hua koi vaidh aur abhrasht vyavsaayik uddeshya ho (udaharan ke liye, vyavsaayik charcha ke liye TTI ke vyavsaayik saajhedaaron ya graahakon ke saath bhojan par mulaqat), aur vah is Niti tatha laagu kshetriya Upahaar, Aatithya aur Yatra ki Svikriti par laagu sthaniya Margdarshan ke anuroop ho.

Aap prayojit yatra prastut ya sviikar kar sakte hain, yadi vah aaspaas ki paristhitiyon (jaise prakriti, uddeshya, sambandh, aavriti) ko dekhte hue uchit ho, samaanya roop se sviikarit vyavsaayik maanakon ke anukool ho, aur is Niti tatha laagu kshetriya Upahaar, Aatithya aur Yatra ki Svikriti par is Niti aur sthaniya Margdarshan ke anuroop ho.

Sweekarya upaharon ke udaharanon mein shamil hain:

- Company ke logo wali prachaaratmak vastuen
- Abhinandan ya tyohari patr
- Saadharan khadya padarth
- Uchit moolya ke paudhe ya phool

# 3. TTI ke Karmachariyon ke liye shartein

Nakad upahaaron ko protsahit nahi kiya jata, aur unhen keval nimnalikhit manakon ke anuroop hi prastut, pradan, sviikar ya prapat kiya jana chahiye:

- Nakad upahaar kisi rashtriya ya saanskritik tyohar ke upalakhya mein pradan kiya gaya ho;
- Nakad upahaar ka moolya avsar ke anuroop uchit ho; aur
- Chuttiyon ya sanskritik karyakramon ki avadhi ke dauran, ek hi vyakti ko ya usi vyakti se, ek se adhik nakad uphaar prastavit, pradan, svikaar ya praapt na kiye jayen

Uchch-moolya aur nimn-moolya dono prakar ke upahaaron ke sambandh mein saavdhani baratna anivarya hai:

- **Uchch-moolya**, aishwaryapurn uphaar jo vyavasaayik maapdandon ke mutabik nahi hain, kadi jaanch ka vishay ban sakte hain, visheshkar yadi pakshon ke beech paraspar len-den ho.
- **Nimn-moolya** uphaar bhi jaanch ke adhin aa sakte hain, visheshkar jab ve kai upahaaron mein se ek hon jo milkar asweekarya moolya tak pahunchte hain.

## 3.3 Avidh commission

Is Niti ke antargat avidh commission sakhti se pratibandhit hain. Aap kisi vyakti ko ya kisi vyakti se avidh commission prastavit, pradan, maang, svikaar ya praapt nahi karenge, chahe vah vyakti sarkari adhikari ho ya niji kshetra ka koi paksh.

Avidh commission aam taur par aise bhugtan hote hain jinka uddeshya nirnayon aur karyavaahiyon ko prabhavit karna ya anuchit vyavsaayik laabh praapt karna hota hai, jo aksar hiton ka takraav paida karte hain.

Tritiya pakshon dwara avidh commission ki kisi bhi maang ko turant aapke paryavekshak, Kanooni Vibhag ko, ya, yathochit, is Niti ke antim bhaag mein prastut gumnaam report karne ki vyavasthaon ke madhyam se suchit kiya jana chahiye.

## 3.4 Anya Bhugtan aur Yogdaan

### Suvidha Bhugtan

Suvidha bhugtan, chahe ve sthaniya kanoon ke tahat kanuni hon ya na hon, is Niti ke antargat sakhti se pratibandhit hain.

Suvidha bhugtan ve chhote bhugtan hote hain jo sarkari adhikariyon ko niyमित sarkari karyavahiyon ko tvarit karne ke liye kiye jate hain. Iska mukhya sambandh un licenson, permiton, visa ya seema shulk manzoori ke pravdhan se hota hai jin par TTI ko sadharan roop se adhikar hota hai.

Kisi sarkari adhikari dwara Suvidha bhugtan ki kisi bhi maang ko aapke paryavekshak, Kanooni Vibhag ko, ya, yathochit, is Niti ke antim bhaag mein prastut gumnaam report karne ki vyavasthaon ke madhyam se suchit kiya jana chahiye.

Anuchit bhugtan ki peshkash karne ya dene ke liye tritiya pakshon ka upyog pratibandhit hai. Sabhi tritiya-pakshon par uchit satarkata prakriya ki jani avashyak hai, aur tritiya-pakshon ko sabhi bhugtan keval dastaavezit, vaidh roop se pradan ki gayi sevayon ke badle hi kiye jayen, aur unhe sahi roop se record kiya jaye. Kisi bhi sandigdh gatividhi ko turant aapke paryavekshak, Kanooni Vibhag ko, ya, yathochit, is Niti ke antim bhaag mein prastut gumnaam report karne ki vyavasthaon ke madhyam se suchit kiya jana anivarya hai.

# 3. TTI ke Karmachariyon ke liye shartein

## Rajneetik yogdaan

Is Niti ke tahat gair-vyaktiagat swaroop ke rajnitik yogdan, aavashyak jaanch-parakh aur manzoori ke bina, sakhti se pratibandhit hain.

Hum aapki vyaktiagat rajnitik gatividhiyon mein bhaag lene ke adhikar ka sammaan karte hain, lekin aapko TTI ki pratishtha par sambhavit prabhav ka dhyan rakhna hoga - rajnitik yogdan ka prayog anuchit vyavsaayik laabh prapt karne ke prayas ke roop mein kiya ja sakta hai ya aisa maana ja sakta hai. Isliye, anivarya hai ki aapki vyaktiagat rajnitik gatividhiyan kanooni honi chahiyein aur unmein TTI ke dhan, samay ya sadhanon ka upyog شامل nahi hona chahiye.

## Dharmarth Yogdan aur Praayojak Sahayog

Dharmarth yogdan aur praayojak sahayog ko bahut satarakta se kiya jana anivarya hai taaki iska istemal rishvatkhori ko chhupane ke zariye ke roop mein na ho, aur na hi aisa maana ja sakta ho. (Udaharan ke liye: ek donation aisi "charity" ko diya jata hai jo kisi sarkari adhikari ke niyantran mein ho, jo TTI ko prabhavit karne wale nirnay lene ki sthiti mein ho.)

Is se yeh tathya chhipna nahi chahiye ki TTI, chaahe sevaon, gyaan, samay ya pratyaksh aarthik yogdaan ke madhyam se ho, Dharmarth yogdan aur praayojak sahayog ke dwara samuday vikas ka samarthan karti hai.

Nimnalikhit baaton ko sunishchit karne ke liye satarakta avashyak hai:

- Dharmarth yogdan aur praayojak sahayog ka uddeshya aur praaptakarta vaidh ho(hon);
- Yogdan ya praayojak sahayog ki rashi uchit ho; aur
- Yogdan aur praayojak sahayog paradarshi dhang se kiya jaye, TTI ki lekha-pustakon mein satik roop se darj ho, aur ise anya laabharthiyon ki or na modha jaye.

## 3.5 Hiton ka Takraav

Hiton ka takraav tab utpann hota hai jab TTI ke hit aur aapke hit alag hokar ek-doesre se pratispardha karte hain. Yeh vyavsaayik nirnay aur karyavahiyon mein pakshapaat, ya pakshapaat ki dharana ka kaaran ban sakta hai, aur pratishtha ko nuksan tatha anya pratikool parinaamon ka kaaran ban sakta hai.

TTI ke karmachaari ke roop mein, aapke liye anivarya hai:

- TTI ke sarvottam hit mein karya karna chahiye, aur Aapko apne vyaktigat hiton ko TTI ke hiton se takraane ya aisa pratit hone dene ki anumati nahi deni chahiye; aur
- Kisi bhi vastavik, sambhavit, ya pratyakshit hiton ke takraav se bachna chahiye jo TTI ke karmachaari ke roop mein aapke kartavyon ko uchit roop se nirvahit karne ki aapki kshamata par prabhav daal sakta hai.

# 3. TTI ke Karmachariyon ke liye shartein

Vastavik, sambhavit, ya anumani hiton ka takraav un paristhitiyon mein utpann ho sakta hai jab aap nimnalikhit mein شامل hote hain:

- **Rishvatkhori aur bhrashtachar se sambandhit vyavahar:** hamari Bhrashtachar-Virodhi Niti ka ullanghan karte hue TTI vyavasaayik saajhedaaron ya anya vyaktiyan se uphaar ya anya moolyavaan vastuein maangna, svikar karna ya prapt karna.
- **Bahari gatividhiyon mein شامل hona:** aisi gair-TTI gatividhiyan (bahari rojgar, vyavasaay, ya anya gatividhiyan samet) mein شامل hona jo TTI ke hiton se takra sakti hain. Ismein شامل hai, kisi bhi gair-TTI pakshon ke prabandhan, sanchaalan ya niyantran mein شامل hona; kisi karmchaari, adhikaari, salahakar, agent ya pratinidhi ke roop mein karya karna; ya aise kisi paksh ko sevaen pradan karna.
- **TTI ke vyavasaayik saajhedaaron ya anya tritiya pakshon mein hit:** aise kisi paksh mein nideshak pad, hissaedari, ya anya pratyaksh ya apratyaksh vyavasaayik ya vittiya hit ka adhigrahan ya dharan, jo TTI se pratiyogita karta ho, ya jiske saath TTI vyavasaayik sambandh banaye rakhti ho ya sakriyata se aisa sambandh sthapit karne ki koshish kar rahi ho. Tathapi, yah pravdhan karmchariyon ko aisi Saarvajanik roop se soochibaddh companyon ya index funds mein nivesh karne se nahi rokta jo TTI ke vyavasaayik saajhedaaron ya tritiya pakshon mein nivesh karte hain.
- **Parivaarik ya anya nikat vyaktigat sambandh:** Aise kisi vyakti ke saath parivaarik ya anya nikat vyaktigat sambandh hona jo (i) TTI mein rozgaar ya anya pad prapt karne ka ichhuk ho; ya (ii) kisi aise paksh mein, jo TTI se pratiyogita karti hai, ya jiske saath TTI vyaaparik sambandh banaaye rakhta hai ya sakriyata se aise sambandh sthapit karne ka prayas kar rahi hai, kisi bhi roop ka rozgaar (alpa-avadhi internship karyakramon ko chhodkar), pad, nideshak pad ya anya pad dharan karta ho, ya jiska us paksh mein koi pratyaksh ya apratyaksh vyavasaayik ya aarthik hit (udaharan ke liye, hissaedari) ho. Yadi ullekhit vyakti aapka jeevansathi ya saathi, mata ya pita, santaan, ya bhai-behan ho, to maana jaayega ki hiton ke takraav ki sambhavit ya anumani sthiti utpann ho sakti hai aur, isliye, is baare mein TTI ko avashya suchit kiya jaana chahiye. Anya prakar ke sambandhon ke sandarbh mein, aapke liye jarooi hai ki aap saamaanya vivek aur uchit nirnay ka prayog karte hue aakalan karen ki kya khulasa anivarya hai.
- **TTI ke sansaadhanon ya jaankari ka upyog:** TTI ki sevaon, suvidhaon, sampatti, ya jaankari ka upyog karna, ya anyatha TTI mein apni sthiti ka laabh utha kar vyaktigat labh prapt karna.

## 3.6 Tritiya pakshon ki sanlagnata ke liye Uchit Satarkata Prakriya

TTI apne vyavasaay ke hisse ke roop mein aavashyak samaan aur sevaen pradan karne ke liye niyमित roop se tritiya pakshon ko شامل karti hai. Chunki unhein TTI ka vistaar maana jaata hai, isliye jab ve hamare liye vyavasaay karte hue koi bhrashtachaaran karte hain, to unke liye humein uttaradaayi thehraaya ja sakta hai.

Ise khatm karne ke liye, hamein apni majboot uchit satarkata prakriya ka sakht palan karna hoga taaki ye sunishchit ho sake ki TTI keval un tritiya pakshon ke saath hi judhti hai, jo hamare brand aur moolyon ka pratinidhitv karte hain. Yah prakriya hamein sambhavit vyavsayik saajhedaron ki samiksha karne aur vidyamaan saajhedaron par nigrani banaye rakhne ki anumati deti hai.

### Prishthbhoomi Jaankari ka Sangrahan

Uchit satarkata prakriya us tritiya paksh ke sambandh me prishthbhoomi jaankari sangrah se shuru hoti hai jise hum شامل karne par vichar kar rahe hain. Tritiya paksh ke saath kisi bhi anubandh me شامل hone se pehle, aapko nimnalikhit jaankari sangrahit karni chahiye:

- Company ke panjikan sambandhi jaankari;
- Sabhi pramukh adhikariyon, nideshakon aur hissedaron ke naam, nagarikta aur jeevan-vritta;
- Sabhi sambandhit ikaiyon ki suchi;
- Pichhle 3 se 5 varshon me tritiya paksh ki Rajsva itihās;
- Sabhi pramukh adhikariyon, nideshakon aur hissedaron aur unke rishteydaron aur vyavsayik sahyogiyon ke sarkari pad (vartaman ya purv);
- Tritiya paksh ka diwani, apradhik aur niyamak itihās; aur
- Tritiya paksh ki pratishtha, kisi bhi nakaratmak media samet.

# 3. TTI ke Karmachariyon ke liye shartein

## Jokhim Sanketon ki Pahchan

Kripya sangrahit pashthabhoomi jaankari ki samiksha aur vishleshan kijiye taaki aise “jokhim sanketon” ki pahchan ho sake jo sanket dete hain ki tritiya paksh bhrashtachar ke prati samvedansheel ho sakta hai ya anyatha apni jimmedariyon ka nirvahan karne ke liye anupayukt ho sakta hai. Samanya jokhim sanketon mein shamil hain:

- Sandigdhd pashthabhoomi ya pratishtha (udaharan ke liye, jahaan tritiya paksh dhokadhadi, rishvatkhori ya anya anuchit vyavsayik prathaein ke aaronon me shamil raha ho);
- Vishwasniya vyavsayik/vyaktigat sandarbhon ka abhaav;
- Udyog ke pratiyogiyon ke liye anjan hona.
- Kisi sarkari adhikari dwara humein Refer kiya gaya ho;
- Hamari aavashyak sevayen pradan karne ke liye ayogya pratyit hota ho;
- Apne malikon, mukhya adhikarion, nideshakon ya karmachariyon ki pahchan prakat karne mein ichhuk na ho;
- Hamare vyavasaayik saajhedaar ki aachar sanhita se sahmati dene ke liye tayyar na ho;
- Vishisht ya asamanya bhugtan vyavastha ki maang karta ho (udaharan ke liye, nakad mein bhugtan, kisi aur desh ki mudra mein bhugtan, lagbhag asambandhit dikhne wale pakshon ko bhugtaan ya kisi alag desh ke bank khate mein bhugtan); aur
- TTI ke karmachariyon se seedhe ya aapratyaksh roop se swamitva, niyantran ya anya prakar se judha ho.

Pehchane gaye kisi bhi jokhim sanketon ko turant aapke paryavekshak ko suchit kiya jana chahiye. Yadi aapke paryavekshak ke saath charcha ke baad bhi gambhir chinta bani rahe, to is sanlagnata ko aage badhane se pehle aur samiksha ke liye kripya mamla Kanooni Vibhag ko bhejein.

## Pradarshan ki Nigrani

Kripya TTI ke vyavasaayik saajhedaaron ke saath hamari sanlagnataon ka nirantar aadhar par nigrani aur mulyankan karen, aur yadi TTI ka vyavasaayik saajhedaar nimnalikhit mein se koi karya karta hai, to turant Kanooni Vibhag se sampark karen:

- TTI ke invoices ka samay par bhugtan nahi karta;
- Hamare utpado ko samanya se adhik moolya par kharidne ka prastav deta hai ya asamanya roop se badi chhoot ki maang karta hai;
- Asamanya ya atiyadhik vyayon ya anya anurodhon ke liye invoice prastut karta hai;
- Bhugtan kisi bhinn praptakarta ya Desh ke bahar ke khate mein karne ki maang karta hai;
- Sarkari adhikariyon ko shamil karne wali baithakon, sabhaon ya anya karyakramon mein TTI sadasyon ko baar baar amantrit karta hai;
- TTI ya tritiya-paksh ke lekha-parikshan se nakaratmak pratikriya prapt karta hai ya usmein fail hota hai;
- Diwaliya karvaiyon mein shamil ho jata hai;
- dhokhaadhadi, rishvatkhori ya anya anuchit vyavasaayik paddhatiyan ke aarop se judhe nakaratmak media ka vishay ban jata hai; aur
- Bhrashtachar-virodhi kanoonon sahit laagu kanoonon aur viniyamon ke vaastavik ya sambhavit ullanghan ke sambandh mein, kisi shikayat ya jaanch ka vishay ban jata hai, ya kisi nagrik, prashasnik ya aapradhik jurmane ya anya dand ka paatra ban jata hai.

Jokhim sanketon ki uparokt soochiyan sampoon nahi hai. Yadi aapka koi prashn ya chinta ho, kripya turant apne paryavekshak ko soochit karen. Yadi aise prashn ya chinta ka samadhan aapke paryavekshak ke saath na ho sake, to kripya aage ke margdarshan ke liye Kanooni Vibhag se sampark karen.

## Parishramik Nirdharat Karna

TTI ke vyavasaayik saajhedaaron ko anivarya roop se sunishchit karna hoga ki koi bhi parishramik prashnagat vastuon aur sevayon ki uchit baazaar moolya ke anukul ho; tatha kisi bhi safalta shulk aur premium ko Kanooni Vibhag se poorv-manzoori prapt ho, un par nikat nigrani rakhi ja rahi ho, aur unka yathochit roop se dastavezikaran kiya gaya ho.

# 3. TTI ke Karmachariyon ke liye shartein

## 3.7 Reportein, Purva-Manzoori aur Recordon ka Rakhrakhav

### Uphaar, Atithya aur Prayojit Yatra ki Reportein

Is Niti tatha Upahar, Atithya aur Yatra ki Peshkash aur Svikriti par laagu kshetriya Margdarshan ke sandarbh me, TTI ke Karmachariyon ko apne karya ke dauran TTI ke vyavasaayik saajhedaaron, graahakon, ya anya tritiya pakshon ko prastut ya unse prapt kisi bhi vastu (nirdharit muly seema se upar) ki report karna anivarya hai, jiske liye peshkash ya prapati ki tithi se 10 karyadivason ke ander, Prapt Upahaaron aur Atithya ki Report ka form bhar kar HR Vibhag ko jama karna hoga. Upahaar aur atithya ki report ke liye avashyak prakriya ke vivaran aur Form Parishisht I me paayi ja sakti hain.

### Hiton ke Takraav ki Reportein

TTI ke Karmachariyon ko TTI ke prati kisi bhi vaastavik, sambhavit, ya aabhaasit hit ke takraav ko, jis tithi par yeh takraav utpann hota hai, us tithi se 10 karyadivason ke ander, Karmachariyon ke liye Hiton ka Takraav Ghoshna-Patra” bhar kar HR Vibhag ko jama karke, tvarit aur poorn roop se prakat karna chahiye. Hit ka takraav ghoshna reporton ke liye avashyak prakriya ke vivaran aur form Parishisht II me paaye jaa sakte hain.

### Purva-Manzoori

TTI ke Karmachariyon ko kisi bhi sarkari adhikari ko koi upahaar, atithya, ya prayojit yatra prastut karne ya pradan karne se pehle Vyavsayik Ikai ke Adhyaksh ya Samuh Karyapalak Nideshak se pahle se likhit manzoori prapt karna avashyak hai. Sandeh ki sthiti me Vyavsayik Ikai ke Adhyaksh ya Samuh Karyapalak Nideshak, Kanooni Vibhag se paramarsh kar sakte hain.

TTI ke Karmachariyon ko TTI mein apni bhumika se sambandhit, kisi tritiya paksh ko ya usse prastavit, pradaan ki gai, maangi gai, sviikar ki gai ya prapt kisi bhi prayojit yatra ke liye Vyavsayik Ikai ke Adhyaksh ya Samuh Karyapalak Nideshak se pahle se likhit manzoori prapt karna anivarya hai.

Report aur purva-manzoori ke liye aavashyak prakriya ke vivaran evam form Parishisht I mein paaye ja sakte hain.

### Recordon ka Rakh-Rakhav

TTI ke Karmachariyon ko prastavit, pradaan kiye gaye, maange gaye, sviikar kiye gaye ya prapt kiye gaye kisi bhi upahar, atithya, ya prayojit yatra ke sahi aur satik record rakhne honge aur aise record TTI ko anurodh par upalabdh karane honge.

# 4. TTI ke Vyavasaayik Saajhedaaron ke liye Shartein •

TTI ke Vyavasaayik Saajhedaaron ke roop mein aapke liye jaroori hai:

- Imaandari, naitikta, aur akhandata ke saath vyavsay chalana
- Sabhi lagu kanoon aur viniyamon ka palan karna
- Is Niti ka palan karna
- TTI ke Vyavasaayik Saajhedaar ki aachar sanhita aur anya laagu nitiyon ka palan karna

## 4.1 Rishvatkhori ke Viruddh Pratibandh

TTI ke Vyavasaayik Saajhedaaron ke roop mein aapke liye aavshyak hai:

- Kisi bhi prakar ke chhal, dhokhadhadi ya bhrasht pravrttiyon mein sanlipt na hon;
- Kisi bhi vyakti ko ya kisi vyakti se, chahe vah vyakti sarkari adhikari ho ya niji kshetra ka paksh (udaharan ke liye, TTI Karmachari), kabhi bhi seedhe ya apratyaksh roop se rishvat ya avaidh commission prastavit, pradaan, maang, sviikar ya praapt na karein;
- TTI se sambandhit koi bhi anuchit vyavsayik laabh ki prapt karne ke liye TTI ke Karmachariyon, graahakon, ya anya tritiya pakshon ko kabhi bhi rishvat, avaidh commission, ya anya mulyavan vastuayen prastavit ya pradaan na karein.

Uparyukt pratibandh TTI ke Vyavasaayik Saajhedaar ke karmachariyon, adhikariyon, agenton, pratinidhiyon, aur anya tritiya pakshon par, jo aapki or se vyavasaay karte hain, saman roop se lagu hote hain.

## 4.2 Upahaar, Aathithya aur Prayojit Yaatra

TTI ke Vyavasaayik Saajhedaar ke roop mein, aapke liye aavshyak hai:

- Kisi bhi paksh (TTI ke Karmachariyon sahit) ko ya unse aise koi upahaar, atithya, ya anya moolyavan vastu prastut, pradan, maang, sveekar ya prapt na karein jo is Niti ka ullanghan karte hon ya karne ki sambhavana rakhte hon.

Tathapi, yeh manya hai ki upaharon, atithya, ya anya shishtacharon ka adan-pradan ek samanya vyavasaayik pratha ho sakti hai. Is sandarbh mein, yeh svikarya mana ja sakta hai yadi upahaar nimnalikhit roop mein hon:

- Baithak se sambandhit bhojan aur alpaahaar ke roop mein sanyamit aur kam baar ka atithya;
- Aise upahaar jo moolye mein sanyamit ya naam-matra hon, kam baar ke hon, paradarshi dhang se pradan kiye gaye hon, aur badle mein kuchh prapt karne ki apeksha ke bina prastut kiye gaye hon;
- Prayojit yatra aur nivaas vyavastha jo uchit ho, kam baar ki ho, paradarshi dhang se pradan ki gayi ho, aur kisi vaidh vyavasaayik uddeshya se sambandhit ho.

Aapko prastavit, pradan kiye, maange gaye, sveekrit, ya prapt kiye gaye kisi bhi upahaar, atithya, ya prayojit yatra ke sahi aur satik record banae rakhne honge aur aise record TTI ko anurodh par pradan karne honge.

# 4. TTI ke Vyavasaayik Saajhedaaron ke liye Shartein

## 4.3 Hiton ka Takraav

TTI ke Vyavasaayik Saajhedaar ke roop mein, hiton ka takraav tab utpann hota hai jab aapka TTI Karmachari ya TTI Karmachari ke parivarik sadasya ya anya vyakti jiske saath uska nikat vyaktigat sambandh ho (jismein patni, pati ya saathi, maata-pita, bachche aur bhai-behen shamil hain), ke saath vyaktigat ya aarthik sambandh ho, jo sambandhit TTI Karmachari ki nispakshata, akhandata, ya TTI ke prati nishtha ko prabhavit kar sakta ho.

TTI ke Vyavasaayik Saajhedaar ke roop mein, aapke liye aavshyak hai:

- Kisi bhi aise vyavahar ya gatividhiyon mein shamil na hon jo aapki aur sambandhit TTI Karmachari ki akhandata aur TTI ke sandarbh mein kanooni, naitik aur nishpaksh roop se kaarya karne ki kshamata ko prabhavit kar sakti hon, ya jinse aisa prateet ho ki ye kshamataen prabhavit ho rahi hain;
- TTI ke vyavasaay se sambandhit kisi bhi vastavik, sambhavit, ya maane gaye hiton ke takraav ko turant aur poorn roop se TTI ko prakat karen, jismein, lekin sirf isi tak simit nahi, ve paristhitiyan shamil hon jahan koi TTI Karmachari ya unke parivarik sadasya ya anya nikat vyaktigat sambandh wala sadasya aapke sangathan mein koi rojgaar, pad, nideshak pad, ya anya padvi rakhta ho, ya seedhe ya aparoksh roop se vyaaparik ya aarthik hit (udaharan ke liye, hissedari) rakhta ho;
- Nirdharit TTI system ke madhyam se Vyavasaayik Saajhedaaron ke liye varshik hiton ka takraav ghoshanapatra poora karen aur aavashyakta anusar TTI ko atirikt prakatan karen.

## 4.4 Paryapt Prakriyaen aur Prashikshan

Aapko yeh sunishchit karna hoga ki rishvatkhori aur bhrashtachar ke jokhimon ko pahchanne aur prabandhit karne ke liye aapke paas paryapt prakriyaen sthaapit hain.

Aapko yah sunishchit karna hoga ki sabhi sambandhit karmachaari (jis mein aapke karmachaari, agent, aur aapki or se vyavsaay karne wale anya tritiya paksh shaamil hain) ko paryapt dishanirdeshon ka prashikshan aur spasht sanchar pradan kiya jaye. Sabhi sambandhit karmikon ko laagu bhrashtachar-virodhi sharton se parichit hona chahiye.

## 5. Recordon ka Rakh-Rakhav ●

Sabhi TTI ke Karmachaari aur TTI ke Vyavasaayik Saajhedaaron ke liye yah anivaarya hai ki ve samayopayogi, sahi aur poorn vyavsaayik record banaye rakhen, aur TTI ke anurodh par TTI ke vyavsaay se sambandhit koi bhi record TTI ko pradan karen. Vyavsaayik recordon ki jaalsaazi karna sakhti se pratibandhit hai.

Saamanya roop se, TTI vyavsaayik recordon ko 7 varsh tak sanrakshit rakhti hai. Lambi rakh-rakhav avadhi aavashyak ho sakti hai, udaharan ke liye, jab kanooni roop se aisa anivarya kare, ya jab yeh uchit sambhavana ho ki record kisi jaanch ya nyayik karvai ya nyayik karyavahi ke liye aavashyak honge.

TTI ke Vyavasaayik Saajhedaaron ke paas aisi record rakh-rakhav nitiyaan honi chahiye jo TTI ki niti ke anukul hon aur sabhi lagu kanoonon aur viniyamon ka palan karti hon, aur ve TTI ke anurodh par TTI ke vyavsaay se sambandhit koi bhi record TTI ko pradan karen.

## 6. Prashikshan ●

TTI, karmachaariyon aur kuchh nirdharit vyavsaayik saajhedaaron ko niyमित prashikshan pradan karti hai, taaki ve rishvatkhori aur bhrashtachar se jude jokhimon ki pahchan aur prabandhan ke liye paryapt gyaan aur kaushalon se lais hon.

TTI ke Karmachaari aur Vyavsaayik Saajhedaaron se apeksha ki jaati hai ki ve sabhi nirdharit prashikshan samay se poore karen aur laagu bhrashtachar-virodhi sharton se parichit ho jayen.

## 7. Lekha-Parikshaon aur Jaanchon ke saath Sahayog ki Badhyata •

TTI apni aniyamitaton ki soochna dene ki aur bhrashtachar-virodhi nitiyon, prakriyaon aur prathaon ki prabhavikta ka moolyankan karne ke liye niyami nigrani aur samay-samay par lekha-parikshan karega.

TTI samay-samay par lekha-parikshaen aur jaanchen kar sakti hai, taaki nitiyon aur niyamon ke anupalan ki jaanch ki ja sake, gair-anupalan ki reporton par aage ki karyavaahi ki ja sake, aur kisi bhi aavashyak sudharatmak upaayon ki pahchan ki ja sake. Kripya vivaron ke liye hamari Shikayat Nivaran Neeti aur Prakriya ko dekhien.

Sabhi TTI ke Karmachariyon aur TTI ke Vyavasaayik Saajhedaaron ko kisi bhi lekha-pariksha ya jaanch ke saath poori tarah aur khule taur par sahyog karna aur hamare dvaara uchit roop se maangi ja sakne wali kisi bhi jaankari aur dastaavez ko satya aur samayoushit roop se pradan karna aavashyak hai.r.

## 8. Gair-Anupalan ke Parinaam •

Kisi bhi aparaadhik, prashasanik aur/ya diwani dand (jisme jurmane aur kaaravaas shamil hai) aur pratishtha ko hani, jo sambandhit kanoonon aur viniyamon ke ullanghanon, is Niti ka ullanghanon se utpann ho sakti hai, ke nimnalikhit parinam ho sakte hai:

- TTI ke Karmachariyon ke liye, shasanatmak tatha anya karyavaahi, jisme rojgaar ka samapan shamil hai;
- TTI ke Vyavasaayik Saajhedaaron ke liye, sudharatmak upaay lagu karna tatha anya karyavaahi, jisme vyavsaayik sambandh ka samapan shamil hai.

# 9. Gumnaam Report Karne ki Vyavasthaein •

TTI mein, hum imaandar aur pardarshi sanchar ko mahatva dete hain, jo hamari naitik aur anupalan sanskriti ke kiye mahatvapurn hain. Aap se apeksha ki jaati hai ki is Niti ke kisi bhi vastavik ya sambhavit gair-anupalan se sambandhit kisi bhi chintaon ki suchna dein. Is baat ko sunishchit karne ke liye prakriyaen upalabdh hain ki aisi reporten darj ki jaati hain, unki jaanch ki jaati hai, aur uचित karyavaahi ki jaati hai.

Hum pratishodh-virodhi niti apnate hain. Is baat ko sunishchit karne ke liye upay maujood hain ki reporton ke sath sambhav seema tak gopniyata se vyavahar kiya jaye, aur jo koi bhi sachi niyat se uचित chintayen vyakt karta hai uski suraksha ki jayegi. Hum is Niti ke vaastavik ya sandigdhdh ullaughan ke baare me sachi niyat se ki gayi reporton ke liye kisi bhi prakar ke pratishodh ki anumati nahi denge. Hum jhoote aaropon, durbhavana se phailai gayi afvahn, ya anya buri niyat wali karyavahiyon ke madhyam se kisi ko nuksan pahunchane ya badnami karne ke kisi bhi prayas ko bhi bardasht nahi karenge.

Yadi aapke koi prashn ya chintaen hon, ya is Niti ke kisi vaastavik ya sandigdhdh ullaughan ki jaankari mile, to kripya turant upyukt roop se nimnalikhit me se ek ya adhik se sampark karein:

- Samuh Vidhi, Anupalan aur Corporate Prashasan ke Pramukh
- Kanooni Vibhag;
- Manav Sansadhan Vibhag;
- Yadi aap TTI ke karmachari hain aur jab tak muddon ki prakriti ise anuchit na banaye, tab tak apne paryavekshak se.

Aap apni chintayen hamein gumnam roop se bhi nimn madhyamon ke zariye report kar sakte hain:

Email:

✉ [ttiinquiries@fulcrum.com](mailto:ttiinquiries@fulcrum.com)

Hotline:

📞 <https://www.ttigroup.com/reporting-hotline/>

Dak:

✉ Fulcrum Inquiry, Techtronic Complaint Resolution Department,  
12121 Wilshire Boulevard, Suite 810, Los Angeles, CA 90025

Fax:

☎ +1.213.891.1300 (US fax line)

# Parishisht I

## Upahaar, Aatithya aur Prayojit Yatra Prakriya aur Report Form ●

### Kadam 1: Report karna

TTI ke ve karmachaari jo TTI me apni bhumika ke sambandh me upahaar, aatithya ya prayojit yatra ki peshkash karte hain ya prapt karte hain, unhen chahiye ki:

1. is Niti tatha Upahar, Atithya aur Yatra ki Svikriti par laagu kshetriya Margdarshan ko dekhne aur nirdharit karen ki kya reporting ki baddhyata lagu hoti hai. Yadi reporting ka dayitva lagu hota hai,
2. prastavit ya prapt labhon ka vistrut vivaran pradan karen;
3. yeh batayen ki kya isi paksh dwara ya isi paksh ko pehle anya upahar, atithya ya prayojit yatra ki peshkash ki gayi thi, ya usi paksh se prapt hui thi ya usi paksh ko pradan ki gayi thi, aur yadi haan, to pichhle 12 mahino mein diye ya prapt kiye gaye pichhle upaharon, atithya ya prayojit yatra ka vivaran (prakriti, moolye aur aavruti sahit) pradan karen;
4. yeh sujhav dein ki prapt labhon ka niptan ya prabandhan kaise kiya jana chahiye; aur
5. un sujhavo ke karanon ka ullekh karen.

report form (Parishisht I) ko poora kar ke aur form HR Vibhag ko jama kar ke.

### Kadam 2a: HR Vibhag aur Vibhagadhyaksh se manzoori

HR Vibhag aur Vibhag Pramukh report form ki samiksha karen aur is Niti tatha Upahar, Atithya aur Yatra ki Svikriti par laagu kshetriya Margdarshan ke anuroop prastavit niptaara vidhi ki uchitata ka mulyankan karen. HR Vibhag aur Vibhagadhyaksh ko antim manzoori nirdharit karni chahiye aur Form ko dastavez suchi mein ankit karna chahiye.

Sandeh ki sthiti mein, HR Vibhag aur Vibhagadhyaksh, Kanooni Vibhag se paramarsh karenge.

### Kadam 2b: Vyavsayik Ikai ke Adhyaksh ya Samuh Karyapalak Nideshak se Poorv-Manzoori

Sarkari adhikariyon ko diye ya unse prapt upaharon aur aatithya ke mamle mein, ya kisi bhi tritiya paksh ko prastavit ki ja rahi ya tritiya paksh se prapt kisi bhi prayojit yatra ke sandarbh mein, HR Vibhag ko form ko purva-manzoori ke liye Vyavsayik Ikai ke Adhyaksh ya Samuh Karyapalak Nideshak ko aage bhejna hoga.

Sandeh ki sthiti mein, Vyavsayik Ikai ke Adhyaksh ya Samuh Karyapalak Nideshak, Kanooni Vibhag se paramarsh kar sakte hain..

### Kadam 3: Record rakhne ki prakriya

HR Vibhag report formon ka Record rakhega.

## Upahar, Atithya evam Prayojit Yatra par Report

Yah Report ek upahar / Atithya / prayojit yatra se sambandhit hai jo:

**Prastavit      Prapt\***

TTI ki Jaankari	
Aavedak ka Naam:	Karmachari No.:
Vibhag:	Vibhag. Code:
Email:	Kshetra:

Tritiya Paksh ki Jaankari	
Naam:	Pad:
Company:	
TTI ke saath sambandh: *udaharan ke liye: aapurtikarta / grahak / sambhavit aapurtikarta / sarkari adhikari	
Pata:	

Upahaar / Aatithya / Prayojit Yatra se sambandhit Jaankari	
Prastavit / prapt kiye jaane ki tithi: _____	Kul / anumaanit moolya: _____ Mudra: _____
Upahar / atithya / prayojit yatra ka vivaran:	
Upahar / atithya / prayojit yatra ki pashkash / prapti ke peeche ka sandarbh:	
Kya yeh usi paksh se/ko pehli baar upahaar / atithya / prayojit yatra hai?  [Haan / Nahin]	
Agar "Nahi", to kripya pichle 12 mahino mein usi paksh se prapt ya prastavit sabhi pichle uphaar / atithya / prayojit yatra ka varnan karein:	

## Upahar, Atithya evam Prayojit Yatra par Report (Jaari)

Niptan ki sujhai gayi vidhi ( <i>keval luphaar/atithya ki prapti ke liye</i> )	
Prapt karne wale karmchari dwara rakha jana Karyalaya mein pradashan ke liye rakha jana Karyalaya mein saanjha kiya jana Company ke karyakram mein lucky draw puraskar ke roop mein surakshit rakha jana Paropkari sanstha ko dan kiya jana Prastaavak ko lautaya jana Anya: _____	<u>Tippaniyaan</u>
Main yeh satyapit karta hoon ki is Form mein mere dwaara pradan ki gai poori jaankari satya aur sahi hai.	
<b>Avedak ke hastakshar</b> _____	<b>Tithi</b> _____

Anurodh Form ki manzoori	
Main uparyukt anurodh ko <u>[manzoori deta hoon / manzoori nahi deta]</u> .	
<b>Vibhagadhyaksh ke hastakshar</b> _____	<b>Tithi</b> _____
Main uparyukt anurodh ki <u>[pushti karta hoon / pushti nahi karta]</u> .	
<b>HR Vibhag ke hastakshar</b> _____	<b>Tithi</b> _____
<b>**Main uparyukt anurodh ko <u>[manzoori deta hoon / manzoori nahi deta]</u>.</b>	
<b>Adhyaksh / Samuh Karyapalak Nideshak ke hastakshar</b> _____	<b>Tithi</b> _____

\* "Prastavit" ka arth hai tritiy paksh dwara kisi TTI Karmachaari ko prastut kiye gaye koi bhi upahaar, aatithya ya prayojit yatra; "Prapti" ka arth hai tritiy paksh se TTI ke kisi Karmachaari dwara prapt kiye gaye koi bhi upahaar, aatithya ya prayojit yatra

\*\* yeh un mamlon me lagu hai jahan sarkari adhikariyon ko upahaar aur/ya aatithya prastut kiya jana ho, ya koi bhi prayojit yatra prastavit ya prapt ki jani ho

# Parishisht II.a

## Hiton ke Takraav ki Ghoshana Prakriya aur Karmachariyon ke liye Ghoshana-Patra ●

### Kadam 1: Hiton ke Takraav ki Sthiti ki Pehchan

TTI ke Karmachariyon ya Vyavasaayik Saajhedaaron ke roop mein, aap is Niti ke sandarbh mein kisi bhi vastavik, sambhavit, ya prateet hiton ke takraav ki pahchan karenge. Sandeh ki sthiti mein, aap TTI ke kanooni vibhag se sampark karenge.

### Kadam 2: Report karna

Aapko tatkal tatha poorn roop se kisi bhi vastavik, sambhavit, ya pratit hiton ka takraav TTI ke saamne pratit karna anivarya hai; iske liye aapko nimnalikhit nirdharit vidhi ke anusar, jitna jaldi sambhav ho, aur kisi bhi sthiti mein, us tithi se adhikam 10 karyadivason ke ander jis din yah takraav utpann hota hai, ghoshana-patra (Parishisht II.a ya Parishisht II.b) bhar kar prastut karna hoga. Udaharan ke liye:

- TTI ke Vyavasaayik Saajhedaaron ya anya tritiya pakshon mein hit prapt karne ya banaye rakhne ke sambandh mein, takraav tab utpann ho sakta hai jab aap sambandhit TTI ke Vyavasaayik Saajhedaaron ya anya tritiya pakshon mein ruchi rakhne lagte hain, ya jab TTI sambandhit vyavasaayik saajhedaar ya tritiya paksh ke saath vyavsayik sambandh vikast karne ka prayas karti hai;
- TTI mein rozgar chahne wale kisi vyakti ke saath parivarik ya anya nikat vyaktigat sambandhon ke sambandh mein, takraav tab utpann ho sakta hai jab us vyakti se sambandhit bharti prakriya shuru hoti hai (udaharan ke liye, jab naukri ka avedan kiya jata hai);
- TTI ke Vyavasaayik Saajhedaaron ya anya tritiya pakshon mein kisi bhi prakar ki naukri ya anya hit rakhne wale vyaktiyon ke saath parivarik ya anya nikat vyaktigat sambandhon ke sambandh mein, takraav us tithi se utpann ho sakta hai, jab naukri ya hit ki peshkash ya us par vichara kiya ja raha ho, ya jab TTI ke sambandhit vyavasaayik saajhedaar ya tritiya paksh ke saath vyavsayik sambandh vikast karne ka prayas karti hai.

TTI karmachari ka ghoshana-patra (Parishisht II.a) HR Vibhag ko bheja jana chahiye.

TTI ke Vyavasaayik Saajhedaar ka ghoshana-patra (Parishisht II.b) uske sambandhit TTI sampark ke madhyam se Kanooni Vibhag ko bheja jana chahiye.

# Parishisht II.a

## Hiton ke Takraav ki Ghoshana Prakriya aur Karmachariyon ke liye Ghoshana-Patra

### Kadam 3a: TTI Karmachaari ke Hiton ke Takraav ka Prabandhan

HR Vibhag, ghoshit takraav ke uchit niptaare ke liye uttaradayee vyakti se paramarsh karega aur, yadi koi ho, takraav ko kam karne aur prabandhit karne ke liye mulyankan aur upaayon ko dastavezbaddh karega.

Varisht Prabandhak shreni ya isse neeche ke karmachariyon ke liye, Vibhagadhyaksha ko, karmachari ke karya-daayitvon ke daayre ko dhyan me rakhte hue, yeh aakalan karna chahiye ki ghoshit hit-sangharsh kisi chinta ka karan banega ya nahi, aur us takraav ko kam karne aur prabandhit karne ke upaayon ki sifarish karni chahiye.

Nideshak shreni ya isse upar ke karmachariyon ke liye:

- Jahan upyukt ho, HR Vibhag ko Vyavsay Ikai ke Adhyaksh ya Samuh Karyakari Nideshak ko is baare me sujhaav dena chahiye ki karmachaari ki karya-jimmedaariyon ke daayre ko dhyaan me rakhte ke baad ghoshit takraav se koi chinta utpann hogi ya nahin; aur
- Vyavsay Ikai ke President ya Samuh Karyakari Nideshak ke paas yah antim adhikaar hoga ki ve nirdharit karen ki ghoshit takraav se koi chinta utpann hui hai ya nahin, aur takraav ko kam karne aur prabandhit karne ke upaay kya honge.

Sandeh ki sthiti me, HR Vibhag, Kanooni Vibhag se paramarsh le sakta hai.

### Kadam 3b: TTI ke Vyavasaayik Saajhedaar ke Hiton ke Takraav ka Prabandhan

Kanooni Vibhag, ghoshit takraav ke uchit niptaare ke liye uttaradayee vyakti se paramarsh karega aur, yadi koi ho, takraav ko kam karne aur prabandhit karne ke liye mulyankan aur upaayon ko dastavezbaddh karega.

Jahaan sanklipt karmachaari varisht prabandhak shreni ya usse neeche ho, vibhag pramukh karmachaari ki karya-jimmedaariyon ke daayre ko dhyaan me rakhte hue yah mulyankan karega ki ghoshit takraav se koi chinta utpann hogi ya nahin, aur takraav ko kam karne aur prabandhit karne ke upaay sujhaega.

Jahan sanklipt vyakti nideshak grade ya usse upar ho:

- Jahan upyukt ho, Kanooni Vibhag ko Vyavsay Ikai ke Adhyaksh ya Samuh Karyakari Nideshak ko is baare me sujhaav dena chahiye ki karmachaari ki karya-jimmedaariyon ke daayre ko dhyaan me rakhte ke baad ghoshit takraav se koi chinta utpann hogi ya nahin; aur
- Vyavsay Ikai ke President ya Samuh Karyakari Nideshak ke paas yah antim adhikaar hoga ki ve nirdharit karen ki ghoshit takraav se koi chinta utpann hui hai ya nahin, aur takraav ko kam karne aur prabandhit karne ke upaay kya honge.

### Kadam 4: Record rakhne ki prakriya

HR Vibhag TTI ke karmachariyon ke ghoshana-patraon ka Record rakhega.

Kanooni Vibhag TTI ke Vyavasaayik Saajhedaar ke ghoshana-patraon ka Record rakhega.

## Hiton ke Takraav Sambandhi Ghoshna (Karmachari)

Karmachaari ka Naam: \_\_\_\_\_ Karmachaari Sankhya: \_\_\_\_\_  
 Kshetra: \_\_\_\_\_ Pad: \_\_\_\_\_  
 Vibhag: \_\_\_\_\_ Vibhag. Code: \_\_\_\_\_

### Bhag A: Karmachari Ghoshana

Main iske dvaara ghoshit karta hoon aur ashvasan deta hoon ki, is ghoshana ki tithi tak uchit jaanch-padtal ke baad, aur meri poori jaankari aur vishwas ke aadhar par hai:

**Main, mera pati ya patni, aur mere Rishtedaar<sup>(1)</sup>, pratyaksh ya apratyaksh roop se kisi bhi aisi gatividhi ya sambandhon mein शामिल nahin hain,** jo hiton ke takraav ko utpann kar sakte hain.

**Main, mera pati ya patni, ya mere Rishtedaar<sup>(1)</sup>, pratyaksh ya apratyaksh roop se TTI ke ander** kisi bhi aisi gatividhi ya sambandhon mein शामिल nahin hain, jo hiton ke takraav ko utpann kar sakte hain.

1. Vyakti ka Naam: \_\_\_\_\_
2. Us vyakti ke saath mera sambandh: \_\_\_\_\_
3. Vyakti ka TTI se sambandh: \_\_\_\_\_
4. Takraav utpann hone ki tithi: \_\_\_\_\_
5. Hiton ke Takraav ka sandarbh: \_\_\_\_\_

**Main, mera pati ya patni, ya mere Rishtedaar<sup>(1)</sup>, pratyaksh ya apratyaksh roop se TTI ke bahar** kisi bhi aisi gatividhi ya sambandhon mein शामिल nahin hain, jo hiton ke takraav ko utpann kar sakte hain.

1. Kampani<sup>(2)</sup>/Sangathan/Vyakti ka naam: \_\_\_\_\_
2. Kampani<sup>(2)</sup>/Sangathan/Vyakti ke saath mera sambandh: \_\_\_\_\_
3. Company<sup>(2)</sup>/Sangathan/Vyakti ka TTI ke saath sambandh: \_\_\_\_\_
4. Takraav utpann hone ki tithi: \_\_\_\_\_
5. Hit ki prakriti<sup>(3)</sup>: \_\_\_\_\_
6. Hiton ke Takraav ka sandarbh: \_\_\_\_\_

Main iske dvaara ghoshit karta hoon ki prakat ki gai jankari meri poori jaankari aur vishwas ke aadhar par hai.

Hastakshar

Tithi

### Bhag B: Takraav ki sthiti mein Vibhagadhyaksha, Vyavsayik Ikai ke Adhyaksh ya Samuh Karyapalak Nideshak dwara anumodan

Main is baat ki pushti karta/karti hoon ki ghoshit hiton ka Takraav: **Chinta utpann karta hai**  
**Chinta utpann nahi karta**

Aur yadi ghoshit hiton ka takraav chinta utpann karta hai, to iske prabhav ko kam karne aur prabandhit karne ke liye uchit upay honge:

Naam

Hastakshar

Tithi

Is Ghoshana ke uddeshyon ke liye:

- (1) "Rishtedaar" ka arth hai koi bhi nikat purvaja, aise kisi bhi purvaja ka pati ya patni, aise kisi bhi pati ya patni ka bhai/behen; koi bhi nikat vanshaj, aise kisi bhi vanshaj ka pati ya patni; koi bhi bhai/behen, koi bhi aunt/uncle, koi bhi bhatija/bhatiji ya bhanja/bhanji, koi bhi chachera bhai ya behen, koi bhi pati ya patni, aise kisi bhi pati ya patni ka nikat purvaja, aur aise kisi bhi pati ya patni ka bhai/behen, koi bhi sauteli santan aur daattak santan.
- (2) "Company" ka arth hai Company aur uski niyantrak company (yadi koi ho), uski koi bhi sahayak ya sambaddh companyon.
- (3) "Hit ki Prakriti" ka arth hai, vah sambandh jis ke parinaamsvaroop vittiya len-den hua hai. Isme nimnalikhit shaamil ho sakte hain, parantu in tak hi simit nahin hain: vyaktigat sambandh; vyavasaayik sambandh (samvidaagat ya anya); malikana adhikaar; hissedari; rojgaar; karyalaya (parishramik sahit ya anya).

# Parishisht II.b

## Hiton ke Takraav ki Ghoshana Prakriya aur Vyavasaayik Saajhedaaron ke liye Ghoshana-Patra ●

### Kadam 1: Hiton ke Takraav ki Sthiti ki Pehchan

TTI ke Karmachariyon ya Vyavasaayik Saajhedaaron ke roop mein, aap is Niti ke sandarbh mein kisi bhi vastavik, sambhavit, ya prateet hiton ke takraav ki pahchan karenge. Sandeh ki sthiti mein, aap TTI ke kanooni vibhag se sampark karenge.

### Kadam 2: Report karna

Aapko tatkal tatha poorn roop se kisi bhi vastavik, sambhavit, ya pratit hiton ka takraav TTI ke saamne prakat karna anivarya hai; iske liye aapko nimnalikhit nirdharit vidhi ke anusar, jitna jaldi sambhav ho, aur kisi bhi sthiti mein, us tithi se adhikam 10 karyadivason ke ander jis din yah takraav utpann hota hai, ghoshana-patra (Parishisht II.a ya Parishisht II.b) bhar kar prastut karna hoga. Udaharan ke liye:

- TTI ke Vyavasaayik Saajhedaaron ya anya tritiya pakshon mein hit prapt karne ya banaye rakhne ke sambandh mein, takraav tab utpann ho sakta hai jab aap sambandhit TTI ke Vyavasaayik Saajhedaaron ya anya tritiya pakshon mein ruchi rakhne lagte hain, ya jab TTI sambandhit vyavasaayik saajhedaar ya tritiya paksh ke saath vyavsayik sambandh vikast karne ka prayas karti hai;
- TTI mein rozgar chahne wale kisi vyakti ke saath parivarik ya anya nikat vyaktigat sambandhon ke sambandh mein, takraav tab utpann ho sakta hai jab us vyakti se sambandhit bharti prakriya shuru hoti hai (udaharan ke liye, jab naukri ka avedan kiya jata hai);
- TTI ke Vyavasaayik Saajhedaaron ya anya tritiya pakshon mein kisi bhi prakar ki naukri ya anya hit rakhne wale vyaktiyon ke saath parivarik ya anya nikat vyaktigat sambandhon ke sambandh mein, takraav us tithi se utpann ho sakta hai, jab naukri ya hit ki peshkash ya us par vichara kiya ja raha ho, ya jab TTI ke sambandhit vyavasaayik saajhedaar ya tritiya paksh ke saath vyavsayik sambandh vikast karne ka prayas karti hai.

TTI karmachari ka ghoshana-patra (Parishisht II.a) HR Vibhag ko bheja jana chahiye.

TTI ke Vyavasaayik Saajhedaar ka ghoshana-patra (Parishisht II.b) uske sambandhit TTI sampark ke madhyam se Kanooni Vibhag ko bheja jana chahiye.

# Parishisht II.b

## Hiton ke Takraav ki Ghoshana Prakriya aur Vyavasaayik Saajhedaaron ke liye Ghoshana-Patra

### Kadam 3a: TTI Karmachaari ke Hiton ke Takraav ka Prabandhan

HR Vibhag, ghoshit takraav ke uchit niptaare ke liye uttaradayee vyakti se paramarsh karega aur, yadi koi ho, takraav ko kam karne aur prabandhit karne ke liye mulyankan aur upaayon ko dastavezbaddh karega.

Varisht Prabandhak shreni ya isse neeche ke karmachariyon ke liye, Vibhagadhyaksha ko, karmachari ke karya-daayitvon ke daayre ko dhyan me rakhte hue, yeh aakalan karna chahiye ki ghoshit hit-sangharsh kisi chinta ka karan banega ya nahi, aur us takraav ko kam karne aur prabandhit karne ke upaayon ki sifarish karni chahiye.

Nideshak shreni ya isse upar ke karmachariyon ke liye:

- Jahan upyukt ho, HR Vibhag ko Vyavsay Ikai ke Adhyaksh ya Samuh Karyakari Nideshak ko is baare me sujhaav dena chahiye ki karmachaari ki karya-jimmedaariyon ke daayre ko dhyaan me rakhte ke baad ghoshit takraav se koi chinta utpann hogi ya nahin; aur
- Vyavsay Ikai ke President ya Samuh Karyakari Nideshak ke paas yah antim adhikaar hoga ki ve nirdharit karen ki ghoshit takraav se koi chinta utpann hui hai ya nahin, aur takraav ko kam karne aur prabandhit karne ke upaay kya honge.

Sandeh ki sthiti me, HR Vibhag, Kanooni Vibhag se paramarsh le sakta hai.

### Kadam 3b: TTI ke Vyavasaayik Saajhedaar ke Hiton ke Takraav ka Prabandhan

Kanooni Vibhag, ghoshit takraav ke uchit niptaare ke liye uttaradayee vyakti se paramarsh karega aur, yadi koi ho, takraav ko kam karne aur prabandhit karne ke liye mulyankan aur upaayon ko dastavezbaddh karega.

Jahaan sanklipt karmachaari varisht prabandhak shreni ya usse neeche ho, vibhag pramukh karmachaari ki karya-jimmedaariyon ke daayre ko dhyaan me rakhte hue yah mulyankan karega ki ghoshit takraav se koi chinta utpann hogi ya nahin, aur takraav ko kam karne aur prabandhit karne ke upaay sujhaega.

Jahan sanklipt vyakti nideshak grade ya usse upar ho:

- Jahan upyukt ho, Kanooni Vibhag ko Vyavsay Ikai ke Adhyaksh ya Samuh Karyakari Nideshak ko is baare me sujhaav dena chahiye ki karmachaari ki karya-jimmedaariyon ke daayre ko dhyaan me rakhte ke baad ghoshit takraav se koi chinta utpann hogi ya nahin; aur
- Vyavsay Ikai ke President ya Samuh Karyakari Nideshak ke paas yah antim adhikaar hoga ki ve nirdharit karen ki ghoshit takraav se koi chinta utpann hui hai ya nahin, aur takraav ko kam karne aur prabandhit karne ke upaay kya honge.

### Kadam 4: Record rakhne ki prakriya

HR Vibhag TTI ke karmachariyon ke ghoshana-patraon ka Record rakhega.

Kanooni Vibhag TTI ke Vyavasaayik Saajhedaar ke ghoshana-patraon ka Record rakhega.

## Hiton ke Takraav Sambandhi Ghoshana (Vyavsayik Saajhedaar)

Company ka Naam: \_\_\_\_\_  
Mein nigamit (desh): \_\_\_\_\_  
Mukhya Karyalaya ka Pata: \_\_\_\_\_  
Aapka TTI ke saath sambandh: \_\_\_\_\_

Hum<sup>(1)</sup> iske dvaara ghoshit karte hain aur ashvasan dete hain ki, is ghoshana ki tithi tak uchit jaanch-padtal ke baad, hamari poori jaankari aur vishwas ke aadhar par:

Hum TTI<sup>(2)</sup> ke saath kisi bhi vyavasaayik gatividhi ke sambandh mein, seedhe ya apraoksh roop se, aisi kisi gatividhi ya rishton se judhe nahi hain jo hiton ka takraav paida kar sakte hain.

Hum seedhe ya apraoksh roop se aisi kisi gatividhi ya rishton se judhe nahi hain jo hiton ka takraav paida kar sakte hain.

1. Company<sup>(3)</sup>/Sangathan/Vyakti ka Naam: \_\_\_\_\_
2. Ukt Company<sup>(2)</sup>/Sangathan/Vyakti ke saath hamara sambandh: \_\_\_\_\_
3. Ukt Company/Sangathan/Vyakti ka TTI ke saath sambandh: \_\_\_\_\_
4. Takraav utpann hone ki tithi: \_\_\_\_\_
5. Hit ki prakriti<sup>(4)</sup>: \_\_\_\_\_
6. Hiton ke Takraav ka sandarbh: \_\_\_\_\_

Ham iske dvaara ghoshit karte hain ki pratik ki gai jankari hamari poori jaankari aur vishwas ke aadhar par hai.

Hastakshar	Tithi	Company ki mohar (yadi ho)
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Pad (ek par gola lagayein)

Kanuni Pratinidhi / Nideshak / Adhikrit Hastakshari

Is Ghoshana ke uddeshyon ke liye:

- (1) "We" ka arth hai Vyavasaayik Saajhedaar, jismein uski niyantrak company (yadi ho), aur uski koi bhi sahayak aur sambaddh companiyan shamil hain.
- (2) "TTI" ka arth hai Techtronic Industries Co. Ltd. (創科實業有限公司), jismein uski sahayak aur sambaddh companiyan shamil hain.
- (3) "Company" ka arth hai vah Company, jiske saath Vyavasaayik Saajhedaar ka sambandh hai ya jiske saath vah aisi gatividhiyan karta hai, jinse hiton ka takraav paida hota hai ya ho sakta hai; aur uski niyantrak company (yadi ho), tatha uski koi bhi sahayak ya sambaddh companiyan.
- (4) "Hit ki Prakriti" ka arth hai, vah sambandh jis ke parinaamsvaroop vittiya len-den hua hai. Isme nimnalikhit shaamil ho sakte hain, parantu in tak hi simit nahin hain: vyaktigat sambandh; vyavasaayik sambandh (samvidaagat ya anya); malikana adhikaar; hissedari; rojgaar; karyalaya (parishramik sahit ya anya).

# Parishishta III

## Niti Ullanghan ke Udaharan •

Nimnalikhit udaharan is niti ke sambhavit ullanghan ka roop le sakte hain:

### Case Study 1: Karyasthal mein Bhai-bhatijawad

Ek vibhagadhyaksh ne ek naye team sadasya ki niyukti ko manzoori di, jo vibhag pramukh ka rishtedaar tha. Niyukti ke baad usne vibhagadhyaksh ki seedhi nigrani mein kaam kiya. Na to Vibhagadhyaksh ne aur na hi naye niyukt vyakti ne apne parivarik sambandh ki ghoshana ki.

#### Yeh samasya kyon thi?

Uparyukt paristhiti mein vibhagadhyaksh aur bharti kiye gaye vyakti ke beech ka parivarik sambandh ek sambhavit ya pratyakshit hiton ke takraav ka karan bana. Bharti sambandhi nirnay, tatha TTI mein us rishtedaar ke rojgaar se sambandhit vibhagadhyaksh dwaara liye gaye baad ke kisi bhi nirnay ko (aisa mana ja sakta hai) pakshapaatpurn ho sakta tha.

#### Kya hona chahiye tha?

Vibhagadhyaksh ko yeh hit ka takraav ki shuruat mein hi TTI ko prakat kar dena chahiye tha aur bharti prakriya mein bhaag lene se virat rehna chahiye tha. Rishtedaar ko bhi jitni jaldi sambhav ho, (udaharan ke liye, HR Vibhag ke madhyam se) TTI ko is hit ka takraav ka khulasa kar dena chahiye tha. Saath hi, yadi ek swatantra prakriya ka paalan karte hue, TTI ne us rishtedaar ko niyukt karne ka nirnay liya tha, to vibhagadhyaksh ko us rishtedaar ke pratyaksh paryavekshak ke roop mein karya nahi karna chahiye tha aur, udaharan ke liye, us rishtedaar ke mulyankan ki zimmedari unke paas nahi honi chahiye thi.

### Case Study 2: Hiton ke takraav ka prabandhan

Ek karmachari ke jeevansaathi ki niyukti ek aapurtikarta company mein thi. Isi dauran, us karmachari par aapurtikartaon ke pradarshan ki nigrani aur mulyankan ki zimmedari thi, jismein vah company bhi shaamil thi jahan us karmachari ka jeevansaathi kaam karta tha. Varishth prabandhak is mudde se avagat the, lekin is par dhayan dene ke liye koi kadam nahi uthaya.

#### Yeh samasya kyon thi?

Karmachari ki bhoomika aur jimmedariyon ko dekhte hue, karmachari aur TTI ke hiton ke beech ek sambhavit ya pratyakshit hit ka takraav maujood tha. Jis aapurtikarta ke yahan uska jeevansaathi kaam karta tha, karmachari dwaara uske pradarshan ka kiya gaya mulyankan (aisa mana ja sakta hai) pakshapaatpurn ho sakta tha.

#### Kya hona chahiye tha?

Varishth prabandhakon ko karmachari ki bhoomika aur jimmedariyon mein samayojan karna chahiye tha (udaharan ke liye, sambandhit aapoortikarta ki nigrani aur mulyankan ke liye kisi anya vyakti ko niyukt karke) taaki aapoortikarta mulyankan prakriya mein (pratyakshit) nishpakshata sunishchit ki ja sake.

# Parishishta III

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### Case Study 3: Aapoortikarta ke yahan naukari ka avsar

Ek karmachari ka beta haal hi mein vishvavidyalay se snatak hua tha aur purnkalik naukari ki talash mein tha. Karmachari kai aapoortikartaon ka prabandhan karne ke liye zimmedar tha, jinmein se ek ne karmachari ke bete ko naukari dene ka prastaav diya.

#### Yeh samasya kyon thi?

Aapoortikarta ke saath chal rahe vyavsayik sambandh aur naukri ka prastaav milkar sambhavit ya pratyakshit hiton ke takraav ka karan ban sakte the, kyonki is prastaav se karmachaari par badle mein kuchh pradaan karne ki badhyata ka ehसाas paida ho sakta tha.

#### Kya hona chahiye tha?

Karmachari ko prastaav asvikaar kar dena chahiye tha aur is maamle ke baare mein TTI ko soochit karna chahiye tha.

### Case Study 4: Site ke dauron se sambandhit atiadhik atithya

Aapoortikartaon ki yogyataon ka mulyankan karne ke liye zimmedar ek karmachari aapoortikartaon ki siteon aur karkhanon ka दौरा karne ke liye jimmedaar tha. Ek aapoortikarta ne karmachari tathaa uske parivar ke sadasyon ko videsh mein ek site daure par aane ka nimantran diya aur unke sabhi yatra kharchon ka, jismein 5-star hotel mein thaharne ki vyavastha bhi शामिल thi, bhugtaan karne ki peshkash ki.

#### Yeh samasya kyon thi?

Site ke daure par karmachari ke saath uske parivar ke sadasyon ke yatra karne ka koi vaidh vyavsayik karan nahi tha. Iske atirikt, karmachari aur parivar ko pradan ki gayi Anuchit roop se udaar aatithya se hiton ka takraav utpann hua, kyonki isse karmachaari par badle mein kuchh pradaan karne ki badhyata ka ehसाas paida ho sakta tha.

#### Kya hona chahiye tha?

Karmachari ko prastaav asvikaar kar dena chahiye tha aur is maamle ke baare mein TTI ko soochit karna chahiye tha.

### Case Study 5: Sambhavit vikreta mein vyavsayik hit

Ek Maujooda vikreta ne ek aise karmachari ko, jo vikretaon ka chayan aur sanlagna karne mein शामिल था, saath milkar ek naya vyavsay sthapit karne ka aamantran diya, is vyavastha ke tahat karmachari ko naye vyavsay ke laabh ka 20% hissa milta. Yojana yeh thi ki naya vyavsay TTI ki ek pariyojana ke liye boli lagaye.

#### Yeh samasya kyon thi?

Naye vyavsay mein hit TTI ke hiton se sambhavatah takraav mein aate aur karmachari ke roop mein kartavyon ka nishpaan karte hue TTI ke sarvottam hit mein karya karne ki karmachari ki kshamata ko prabhavit karte.

#### Kya hona chahiye tha?

Karmachari ko prastaav asvikaar kar dena chahiye था aur is maamle ke baare mein TTI ko soochit karna chahiye था.

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### Case Study 6: Baar baar aatithya

Godaam ke daure ke dauran, ek aapurtikarta ek TTI Karmachari ko ek achchhe restaurant mein bhojan karwane ki peshkash karta hai. Karmachari aabhari hai, lekin jaanta hai ki use Report Form bharna anivarya hai. Vah aisa karta hai, lekin uske baad agle teen mahino tak wahi aapurti karta use har agle saptaah restaurant bulata rehta hai. Karmachari faisla karta hai ki baaki sab bhojanon ke liye Report Form nahi bharega, kyonki vah pehle bhojan ke liye Form pehle hi bhar chuka hai.

#### Yeh samasya kyon thi?

Yadyapi pehla bhojan paristhitiyon ko dekhte hue uचित ho sakta tha, baad ke bhojano ka jyada baar hona anuchit roop se ati udar pratit ho sakti hai. Isse bhrasht uddeshya ki shanka utpann hone ki poori sambhavana hai. Iske atirikt, Karmachaari ne is bhavya aatithya ko aswikaar karne ka prayas nahi kiya, aur na hi Report Form ke madhyam se ya apne paryavekshak ko is ghatna ki soochna dene par vichaar kiya.

#### Kya hona chahiye tha?

Karmachari ko is atiyadhik udar aatithya ko aswikaar kar dena chahiye tha. Yadi unhein aisi sthiti mein dala gaya tha yahan aisa karna kathin tha, to unhein doosri ghatna ke turant baad Report Form bhar kar is mamle ki soochna deni chahiye thi. Karmachaari ko uske Ucch adhikariyon dwara aage ke kadam bataye gaye hote.

### Case Study 7: Karmachaariyon ka prashikshan

TTI ke Vyavasaayik Saajhedaar ki Nideshak sabhi bhrashtachar-virodhi nitiyon ka lagan se adhyayan karti hain aur unka sakht paalan karti hain. Ek din, ve apni nigrani mein kaam kar rahe Mahaprabandhak ko kisi tritiya paksh se bina jhijhak ek mahanga uphaar grahan karte hue pakad leti hain. Jab ve GM se is baare mein sawal karti hain, vah daava karta hai ki use yeh pata nahi tha ki yeh pratibandhit hai, aur yadi pata hota to vah uphaar louta deta ya aswikaar kar deta.

#### Yeh samasya kyon thi?

Nideshak ki jimmedari hai ki ve sunishchit karen ki GM jaise sabhi sambandhit karmachaariyon ko bhrashtachar-virodhi nitiyon ke sambandh mein prashikshan pradan kiya jaye, aur inka uचित roop se sanchar ho.

#### Kya hona chahiye tha?

Nideshak ko yah sunishchit karna chahiye tha ki apne karmachaariyon ko prashikshit karne ke liye paryapt prakriyayen lagu hain, jaise shuru se hi karmachaariyon ko bhrashtachar-virodhi nitiyaan vitrit karna aur un par prashikshan pradan karna.

# Parishishta III

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### Case Study 8: Tritiya pakshon ka avishvasniya sanlagna

TTI ka ek karmachari ek vishesh samagri, jiski Company mein kami ho rahi hai, ki aapurti ke liye ek tritiya paksh ki talash kar raha hai. Karmachari ka ek mitra ek khaas tritiya paksh ki sifarish karta hai. Sthiti ki tatkalikta ke karan, karmachari faisla karta hai ki vah aupcharikataon ko chhod sakta hai aur tritiya paksh ke baare mein paryapt pashchabhoomi jaankari ikattha kiye bina hi vaartaa shuru kar deta hai.

#### Yeh samasya kyon thi?

Yadyapi karmachari ko saamagri ki kami ke mudde ke alpavadi prabhavon ki chinta thi, lekin vah un dirghavadi samasyaon ko samajh nahi saka jo TTI dwara us tritiya paksh ke saath vyavsaay jari rakhne par ubhar kar saamne aa sakti thin. Pashchabhoomi jaankari ikattha karne jaise ek mahatvapurn kadam ko chhod dena milibhagat ke jokhim ko badha deta hai aur Company ko tritiya paksh ke kriyakalapon ke liye zimmedar thaharaye jaane ke jokhim mein daal deta hai. Iske atirikt, yadyapi karmachari apne mitra par bharosa kar sakta hai, phir bhi yeh ek ullekhiya jokhim sanket ho sakta hai jise dhyan mein liya jana chahiye.

#### Kya hona chahiye tha?

Karmachari ko Uchit Satarkata Prakriya ka paalan karna chahiye tha aur yeh sunishchit karna chahiye tha ki samiksha prakriyaon ko nazarandaaz nahi kiya gaya tha. Usey aavashyak pashthabhoomi jaankari, jaise ki teesre paksh ka rajasv itihaas aur uski pratishtha, sangrahit karni chahiye thi. Iske atirikt, usey apne ucch adhikariyon ko yeh suchit karna chahiye tha ki uska mitra is mudde par usse charcha kar raha tha.

### Case Study 9: Laal lifaafe prapt karna

Cheeni Navvarsh ke dauran, vivaahit vyaktiyon ke liye 'laal lifaafon' ke roop mein nakdi upahaar dena rashtriya aur sanskritik avkash ka ek aam riwaaz hai. Is utsav avadi ke dauran, ek TTI karmachari ko ek supplier se naam-maatra rashi ka ek laal lifaafa milta hai. Kuch hafton baad, jab utsav samaapt ho chuka hota hai, karmachari ko usi supplier se kaafi adhik rashi ke anya laal lifaafe milte hain, yeh kahte hue ki "uske parivaar ke liye hain". Vah in laal lifaafon ko sweekar kar leta hai aur ghatna ke sambandh mein koi report darj nahin karta.

#### Yeh samasya kyon thi?

Yadyapi nakdi upahaaron ko sanskritik utsav ke hisse ke taur par sweekar kiya ja sakta hai, lekin utsav avadi ke baahar laal lifaafon ki swikriti ko sandigdha maana ja sakta hai -- in laal lifaafon ka moolya bada hai, yeh is prakaar ke nakdi upahaar ka doosra maamla hai, aur yah uske parivaar ke liya diya gaya tha.

#### Kya hona chahiye tha?

Aadarsh roop se, karmachari ko upahaar ko turant inkaar kar dena chahiye tha. Tathapi, paristhitiyon ko dekhte hue, karmachari dwara ise sweekar karna uchit tha. Iske bavjood, use upahaar form bharna chahiye tha aur agle kadamon (udaharan ke liye, upahaar lautana) ke sambandh mein apne varishthon se puchna chahiye tha.

# Parishishta III

## Niti Ullanghan ke Udaharan

### Case Study 10: Karyasthal mein jeevansaathi sambandh

TTI ki ek karmachaari kai varshon se Sanchalan Vibhag mein kaam kar rahi hai aur ab vah varishth prabandhakon mein se ek hai. Uske pati bhi kai varshon se company se judne ka prayas kar rahe the aur ab aakhirkar unka company mein chayan ho gaya hai. Unhein bhi Operations Vibhag mein niyukt kiya gaya tha, lekin kaafi nichle star ke pad par. Karmachari samajhti hai ki pati-patni ko ek hi vibhag mein kaam nahi karna chahiye, parantu vah is bhay se report form bharna nahi chahti ki uske pati ka tabadla kar diya jayega. Vah yeh bhi maanti hai ki reporting shrinkhla mein koi samasya nahi hogi, kyunki ve kanishth prabandhak ko report karte hain, na ki seedhe use.

#### Yeh samasya kyon thi?

Yadyapi karyalaya mein pati-patni ke sambandhon ki anumati hai, tathapi pati-patni ko yah sunishchit karna hoga ki ve ek hi vibhag mein kaam na kar rahe hon, aur unke beech koi pratyaksh ya paroksh reporting sambandh na ho. Yadyapi Karmachaari ne apne pati ke prati sneh ke karan report darj karne se parhej kiya, isliye unhein ek hi vibhaag mein saath kaam karne ki anumati nahin hai. Iske atirikt, unhein reporting ki zimmedariyon wale padon par kaam karne ki anumati nahi hogi, chahe unke beech koi sahkarmi madhyastha ke roop meinhi kyon na hota, jaise kanishth prabandhak.

#### Kya hona chahiye tha?

Sabse pehle, pati ko shuru se hi yeh soochit karna chahiye tha ki vah karmachari ke saath dampatya sambandh mein hai. Yah tathya ki unhein is sambandh ke bavajood Sanchalan Vibhag mein niyukt kiya gaya, yah darshata hai ki sambhavatah unhone is sambandh ki ghoshna nahin ki. Iske atirikt, karmachari ko turant HR Vibhag ko is tathya ke baare mein suchit kar dena chahiye tha ki uska pati isi vibhag mein karyarat tha. Yadyapi yah samajhneyogya hai ki vah apne pati ki naukri ki suraksha karna chahegi, tathapi TTI ka uddeshya hiton ke takraav se bachav sunishchit karne ke saath naukri ki suraksha ko bhi banaye rakhna hai. Karmachari ko apne pati ki naukri ko lekar darne ki avashyakta nahi honi chahiye.

