

No. C-31011/40/2015-Vig
भारत सरकार / Government of India
Ministry of Corporate Affairs
कारपोरेट कार्य मंत्रालय

5th Floor, 'A' Wing, Shastri Bhawan,
डा. राजेन्द्र प्रसाद रोड/Dr. Rajendra Prasad Road,
नई दिल्ली/ New Delhi- 110001

दिनांक/ Dated: 23 December, 2015

OFFICE MEMORANDUM

Subject: Submission of Immovable Property Return for the year 2015, as on 1st January, 2016.

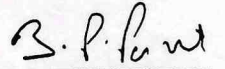
In terms of Rule 18(1) (ii) of the CCS (Conduct) Rules, 1964 every Government servant holding Gr. 'A' & 'B' post is required to submit an annual return to the Government giving full particulars of his/her immovable property inherited by him/her or held by him/her on lease or mortgage either in his/her own name or in the name of any member of his/her family or in the name of any other person.

2. Full details of Immovable Property are to be given and expressions like "No change" or "same as last year" will not be accepted. If an officer does not own any property he/she should state so in the return rather leaving it blank and it should be duly signed by the officer with date.

3. As per DoPT O.M. No. 11012/11/2007-Est. A dated 27.09.2011, the officers who have not submitted the I.P.R. by the prescribed time would be denied vigilance clearance and will not be considered for empanelment for senior level posts in Government of India.

4. All officers holding Gr. 'A' & 'B' posts are, therefore, requested to submit the statement of immovable property for the year 2015 (01.01.2015 to 31.12.2015) in the enclosed format so as to reach the undersigned by 31.01.2016 positively.

5. All RDS/ROCs/OLs are requested to ensure that all the Gr. 'A' and 'B' officers under their jurisdiction submit their returns latest by 31.01.2016 for the year 2015.



(B. P. Pant)

Dy. Secretary to the Govt. of India

बी. पी. पन्त/B. P. PANT

उप सचिव/Deputy Secretary

कारपोरेट कार्य मंत्रालय

Ministry of Corporate Affairs

भारत सरकार/Govt. of India

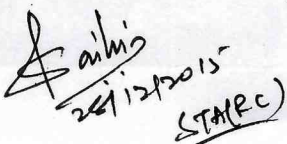
शास्त्री भवन, नई दिल्ली/Shastri Bhawan, New Delhi

All Officers/Sections at the Headquarter

Copy to:-

1. All Regional Directors
2. All Registrars of Companies.
3. All Official Liquidators.
4. CAT, New Delhi.
5. CLB, New Delhi, Kolkata, Chennai, Mumbai.
6. SFIO/CCI.

Copy also to: D.D. (e-Gov.) with request to upload this circular on the website of this Ministry under "Employees Corner".


24/12/2015
(ST/RC)

STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 2015 (AS O 01.01.2016)

Service : -----

Name of Officer (in full):- _____ Designation _____ Date of Birth _____

Ministry/Department/Office:- _____ Grade Pay _____ Present Pay _____

Name of district sub-division, Taluk and Village in which property is situated	Name and details of property- housing, lands and other buildings.	Cost of construction / acquisition including land in case of house and year when purchased	*Present Value	If not in own name state in whose name held and his /her relationship to the Government Servant	How acquired whether by purchase, lease ** mortgage, inheritance gift or otherwise, with date-of -- acquisition and name with details of persons from whom acquired.	Annual Income from the property.	Remarks.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Signature: -----

Date: -----

NOTES:

- 1) *In case where it is not possible to assess the value accurately the approximately value in relation to present conditions may be indicated.
- 2) **Includes short term lease also.
- 3) The declaration form is required to be filled in and submitted by every member of Class I and Class II (Group A and Group B) Services under rule 15 (3) of the Central Civil Services (Conduct) Rules, 1959 (now rule 18(1) of the CCS(Conduct) Rules, 1964) on the first appointment to the service and thereafter at the interval of every twelve months, giving particulars of all immovable property owned, acquired or inherited by him or held by him on lease or mortgage, either in his own name or in the name of any members of his family or in the name or any other person dependent on Government servant.
- 4) The wording "no change" or "no addition" or "as the previous year" should avoided and full details provided.