No.25/20/2011-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pension
Department of Personnel & Training

3rd Floor, Lok Nayak Bhavan, Khan Market,
New Delhi-110003,
Dated the 8th September, 2011

OFFICE MEMORANDUM

Subject: Submission of Immovable Property Return for the year 2010 (as on 1.1.2011).

In accordance with rule 18(1) of CCS (Conduct) Rules, 1964, all Group ‘A’ & ‘B’ officers are required to submit the statement of Immovable Property Return annually. Since the ACR/APAR dossiers of PPS & above level officers of CSSS are maintained on centralized basis by DoP&T, the IPRs of these officers will also be maintained by DoP&T on centralized basis from 2010 onwards.

2. All the Ministries/Departments are, therefore, requested to obtain and forward the IPR (format enclosed) for the year 2010 onwards from all the CSSS officers of PPS and above level presently posted in their Ministry/Department to this Department at the earliest. While furnishing the IPRs it may be ensured that usage of phrases such as “same as previous year” or “no change” are avoided and full particulars of the immovable property inherited/owned/acquired or held are furnished in terms of Rule 18 of CCS.(Conduct) Rules, 1964.

[Signature]
(Rajiv Manjhi)
Deputy Secretary to the Govt. of India
Tel:24622365

To
Joint Secretary (Admn.) of concerned cadre units of CSSS
The working to change or addition of or to any person, department or government service shall be made and if details are provided

Any member of the family of the name of any other person, service or department on any occasion on the name of none shall be accepted or purchased

The diminution in scale or extent or the case of the name of the person, service or department on the name of none shall be accepted or purchased

NOTE

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<tr>
<th>Date</th>
<th>Signature</th>
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<tbody>
<tr>
<td>Name and address of person from whom acquired</td>
<td>Details of person from whom acquired</td>
<td>Government servant in whose name held and to whom reference is made</td>
<td>Value of property included in statement of immovable property</td>
<td>Name of district sub-division, town and village</td>
<td>Name of officer (in italics)</td>
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<td>Remains</td>
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<td>Cost of present and other consideration</td>
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Statement of Immovable Property for the Year 2010 (as on 1.1.2011)