Most Immediate

No. 22/5/2009-CS.I (PR)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

II Floor Lok Nayak Bhavan, New Delhi
Dated the 28th January, 2010

OFFICE MEMORANDUM

Subject : Submission of Immovable Property Return for the year 2009
(as on 01.01.2010) – regarding.

The undersigned is directed to refer to the subject noted above and to say that Immovable Property Returns for the year 2009
(as on 1.1.2010) are required to be submitted by all the Group ‘A’ &
Group ‘B’ (Gazetted/non-Gaz.) officers in the prescribed proforma
latest by 31st of January, 2010. All the Group ‘A’ CSS officers are
requested to send a copy the IP Return which they would be
submitting to their respective cadre/sub-cadre administration, to the
CS-I Division also for our records.

(A.K. Cashyap)
Under Secretary to the Govt. of India
Tele : 2462 4046

All the Ministries/Departments
(As per list attached)
<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remarks</td>
<td>How acquired</td>
<td>Name or firm</td>
<td>Date of acquisition</td>
<td>Nature of property</td>
<td>Other information</td>
<td>Location</td>
<td></td>
</tr>
<tr>
<td>Remarks</td>
<td>Annual income</td>
<td>Lease, mortgage, purchase, whether by income</td>
<td>Remarks</td>
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**Note:** Please read the notes overleaf before filling up the form.

**Date:**

**Destination:**

**Name:**

**Signature:**

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3. Present post held:

4. Present post held (in case of IAS officers)

2. Name of Officer (in full) and service

1. Name of Division, Sub-Division, District, Taluk, Village of Property, etc.

2. Details of construction, value, etc.

3. Cost of周围 | building, etc., purchased

4. House, etc., in case of land in case of other property

5. Name of owner, including of

6. Whether purchased, mortgage, lease, etc., etc.

7. Name or firm

8. Date of acquisition

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4. Present post held:

4. Present post held (in case of IAS officers)

2. Name of Officer (in full) and service

1. Name of Division, Sub-Division, District, Taluk, Village of Property, etc.

2. Details of construction, value, etc.

3. Cost of surrounding buildings, etc., purchased

4. House, etc., in case of land in case of other property

5. Name of owner, including of

6. Whether purchased, mortgage, lease, etc., etc.

7. Name or firm

8. Date of acquisition

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All officers are requested to fill the form in duplicate.

The wording, no change or no addition or as in previous year, may be avoided and all details filled.

Secretary

Name of any member of his family or of any other person dependent on Government, subject to the limits of actual or held by him or lease or mortgage of all movable and immovable property owned.

The declaration form is required to be filled in and submitted by every member of the Service.

In case where it is not possible to assess the value accurately, the approximate value in relation to

NOTES