

Ministry of Defence
Office of the JS & CAO

CENTRAL CIVIL SERVICE(CONDUCT) RULES, 1964 – SUBMISSION OF IMMOVABLE
PROPERTY RETURNS BY THE GOVERNMENT SERVANTS – REG.

1. Rule 18 of CCS (Conduct) Rules, 1964 provides that every Govt. employee shall submit an annual return in such form as may be prescribed by the Government in this regard, giving full particulars regarding the immovable property inherited/owned/acquired/held by them 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. In terms of the instructions contained under this rule, every Govt. employee is required to submit Annual Immovable Property Return (IPR) by 31st January of the next year. Failure on the part of the govt. servant in submitting the IPR by 31st January, vigilance clearance should be denied to them and they should not be considered for empanelment for senior level posts in Govt.
2. As per Min of Personnel, Public Grievances & Pensions, DOP&T OM dated 04 Jan 2012, while furnishing the IPR, it may be ensured that usage of phrases such as "Same as Previous Year" or "No Change" are not used and full particulars of immovable property inherited/owned/acquired or held may be furnished in terms of Rule 18 of CCS (Conduct) Rules, 1964.
3. In view of the above, all AOs of Adm Divisions are requested to disseminate the circular to all Coord Sections under their administrative control for their information and to ensure that the IPR for the year ending 31st Dec 2018 should be submitted by all Govt. Servants within the prescribed timeline of 31st Jan 2019.
4. This issues with the approval of Dy CAO(Admin)


(Rajesh Narang)

SAO, CAO/A-2

20 Dec 2018

All AOs of Admin Sections of CAO's Office

DOA(Civ)/IHQ of MoD (Navy)

DDPC /IHQ of MOD (Air)

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