

F.No. A-43011/1/2021-Admin I
Government of India
Ministry of Fisheries, Animal Husbandry & Dairying
Department of Fisheries

1st Floor, Chanderlok Building,
36 Janpath, New Delhi,
Dated - 12TH January 2021

OFFICE MEMORANDUM

Subject:- Submission of Immovable Property Return (IPR) for the year 2020 (as on 31.12.2020) by all the Officers/Staff of this Department of Fisheries –reg.

The undersigned is directed to refer to DoPT DO No. 6(1)/2014-EO(PR) Dated 06th January, 2021 and OM No. 26/01/2018-CS.I (PR/CMS) on the above mentioned subject, which are self explanatory. Further, Rule 16(2) of AIS(Conduct) Rules, 1968 provides that every member of the Service shall submit an annual return in such form as may be prescribed by the Government as well as Rule 18 (4) of the CCS(Conduct) Rules, 1964 stipulates the Immovable Property Return (IPR) are required to be filed every year by every Government servants belonging to Group 'A', 'B''C' and erstwhile 'D'.

2. Therefore all the officers and staff working in this department as well as on deputation are requested to **file their IPR for the year 2020 (as on 31.12.2020) latest by 31.01.2021**, through the module (electronic module for IAS, IES, ISS, CSS & CSSS and physical as per Annexure-I for technical officers), as applicable to the service of officers/staff concerned.

3. As per DoP& T OM No. 11012/11 /2007-Estt.A dated 27/09/2011 which stipulates that the officer who do not submit the property return by the prescribed time and date, would be denied vigilance clearance and will not be considered for promotion and empanelment for senior level posts in government of India. A Nil return may invariably be submitted even if the information regarding the property is Nil. While furnishing the information in the IPR, use of the phrase such as "same as previous year" or "No change" is to be avoided.

4. IPR filled through the physical module (in original) and a copy of the print out (IPR submitted online) duly signed may be submitted to Admn-I section for information, record & necessary action.



(Kham Khan Suan)

Under Secretary to the Government of India
Tel. No. 23310351

Distribution:-

1. All officers/staff of Department of Fisheries.
2. All the Sub-ordinate offices/Regulatory Authority/Autonomous Body:- It is also requested to follow the same exercise.
3. NIC, Department of Fisheries for uploading the same on the website of the Department as well as in the e-Office (Notice Board).

94199/2021/ADMIN-1-DOF

श्रीनिवास और. कटिकथाला, भा.प्र.से.

SRINIVAS R. KATIKITHALA, IAS

स्थापना अधिकारी एवं अपर सचिव

ESTABLISHMENT OFFICER &

ADDITIONAL SECRETARY

Tel.: 23092370, Fax: 23093142

E-mail : eo@nic.in



सत्यमेव जयते



भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
नॉर्थ ब्लॉक, नई दिल्ली-110001
GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL, PUBLIC
GRIEVANCES AND PENSIONS
NORTH BLOCK NEW DELHI-110001

DO No. 6(1)/2014-EO(PR)

Dated, the 04 January, 2021

Dear Sir/Ma'am,

Rule 16(2) of AIS (Conduct) Rules, 1968 provides that every member of the Service 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 by him or owned or acquired by him or held by him on lease or mortgage, either in his own name or in the name of any member of his family or in the name of any other person. In terms of the instructions vide OM No.8/9/60-AIS(III) dated 16.02.1960 and OM No.11017/74/93-AIS(III) dated 04.01.1994 issued under this Rule, every member of the service is required to submit annual immovable property return by 31st January of the next year. Failure on the part of the members of the Service to comply with the requirements of the aforesaid provisions constitutes good and sufficient reason for institution of disciplinary proceedings, among other things vide this Department's OM No.104/33/2005-AVD-I dated 29.10.2007 and 07.09.2011, against them.

2. In order to further facilitate the filing of IPR's, this Department had vide DO No.6 (1)/2014-EO(PR) dated 22.12.2016 introduced online filing of IPR in respect of IAS officers w.e.f. 1st January, 2017 through the Module designed for the purpose. Through this Module, the officers can submit the IPR either electronically or upload scanned copy of the manually filled in IPR. This online Module closes automatically after the prescribed timeline of 31st January, 2021 in respect of the calendar year 2020. The officers need not send a hard copy either to their Cadre or to DoPT.

3. I would, therefore, request you to kindly issue necessary instructions to all IAS officers working in your Ministry and its various departments, to ensure that they submit their IPRs for the year 2020 (as on 01.01.2021) online in the IPR Module, as per the prescribed timeline.

With regards,

Yours Sincerely,

(Srinivas R. Katikithala)

Secretaries to the Govt. of India

(As per standard list)

सूचना
का अधिकार

Copy to:

- (i) The President's Secretariat, New Delhi.
- (ii) The Prime Minister's Office, New Delhi.
- (iii) The Cabinet Secretariat, New Delhi.
- (iv) The Rajya Sabha Secretariat, New Delhi.
- (v) The Lok Sabha Secretariat, New Delhi.
- (vi) NITI Aayog, New Delhi
- (vii) Election Commission, New Delhi.
- (viii) UPSC, New Delhi.
- (ix) Central Vigilance Commission, New Delhi.
- (x) O/o Comptroller & Auditor General, New Delhi.
- (xi) JS (Admn.), DoPT, North Block, New Delhi.



F. No. 26/01/2018-CS.I (PR/CMS)
Government of India
Ministry of Personnel, Public Grievances and Pensions,
Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi
Dated December 30th, 2020.

OFFICE MEMORANDUM

Subject:- Submission of Immovable Property Return (IPR) for the year 2020 (as on 31.12.2020) by the Officers of Central Secretariat Services (CSS) reg.

In terms of Rule 18 of CCS (Conduct) Rules, 1964, the Immovable Property Return is required to be furnished by the CSS Officers in the grade of Under Secretary and above, latest by 31.01.2021. IPR should be submitted by all the CSS Officers through Web Based Cadre Management System which is hosted at **cscms.nic.in**. A copy of the print out (IPR submitted online) duly signed, should also be submitted to CS.I (PR/CMS) Section, which is the custodian of Immovable Property Return (IPR) of these Officers. **Assistant Section Officers (ASOs) and Section Officers (SOs)** of CSS will also submit the print out (IPR) duly signed, to their respective **Admin/Vigilance Division**.

2. Ministries/Departments are therefore, requested that the contents of this O.M. may be widely circulated to the notice of all CSS Officers/Officials working under their respective control. They should also ensure that the IPR for the year 2020 (as on 31.12.2020) is submitted within the stipulated time by all the CSS Officers. The officers are also informed that non-submission of IPR within the stipulated date, would invite the denial of vigilance clearance for empanelment, deputation and applying to sensitive posts and assignment to training programme (except mandatory training) as the IPR status needs to be checked for the said purpose(s).

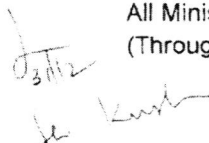
3. It is, therefore, requested that all the CSS Officers may be directed to file their Immovable Property Return (IPR) for the year 2020 (as on 31.12.2020) well in time, latest by 31.01.2021, through Web Based Cadre Management System only. IPRs received beyond the stipulated date, shall not be regarded as conforming to the extant guidelines. It is also stated that the date of filing of IPR will start from 01st January, 2021 and the "Immovable Property Returns" window shall be opened/provided at **cscms.nic.in**, automatically from that date only.

4. In case of any doubt/difficulty about filing the IPR, Shri Vijay Pal, Section Officer (PR/CMS)/Shri Krishnandan Kumar, Assistant Section Officer (PR/CMS) may be contacted at Telephone No. 24629414.


(Amit Ghosal)

Under Secretary to the Government of India
Tele: 24629412

The Deputy Secretary/Director (Admn.),
All Ministries/Departments
(Through Dopt website)



STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR-2020 (as on 31/12/2020)

1. Name of officer (in Full):

2. Staff No:

3. Present office & Post held:

4. Service to which the officer belongs:

5. Present Pay:

Name of District, Sub-Division, Taluk & Village or city in which property is situated (full location & postal address)	Name & Details of property, Housing, Lands and other Buildings	Cost of construction/ Acquirement (and year when purchased) including of land in case of house	Present value	If not in own name, state in whose name held & his/her Relationship to the Govt. Servant	How acquired, whether by purchase, lease, mortgage, inheritance, gift or otherwise with date of acquisition & name with Details of person (s) from whom acquired with address.	Annual Income from property	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Signature:

Date:

Tel.

Inapplicable clause to be struck out.

- * In case where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated.
- * Includes short term leases also.
- * The wording '**No change or No addition or as in previous year**' may be avoided and all details filled up.

Note: The declaration form is required to be filled in and submitted by every member of class I and class II services under relevant provisions of Conduct Rules and 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 on lease or mortgage, either in his own name or in the name of any member of his/her family or in the name of any other person dependent on Government Servant.