

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
**(VIGILANCE CELL)**

No.F.1/Immov.Prop./92-Vig.

Ansari Nagar, New Delhi-29

Dated the:

Subject:- **Annual Property Return as on 1.1.2012**

As per Rule 18 (1) of CCS (Conduct) Rules, 1964, every Group 'A' & 'B' Officers is required to submit on first appointment and thereafter at an interval of every 12 months particulars of all immovable property inherited by him/her owned, or acquired or held by him/her on lease or mortgage either in his/her name or in the name of his family or in the name of any other person. Immovable Property Return as on 1.1.2012 is due.

2. Accordingly, the Chief of Centers/Head of the Departments/Units/Sections are requested kindly to bring this circular to the notice of Group 'A' & 'B' Officers working under them for compliance. The Officers may be asked to submit Annual Returns in the enclosed Performa as (Annexure 'A') in respect of their immovable property. The Officers may send the particulars under confidential cover to the undersigned through their Chief of Centers/Head of the Department/Unit/Section. It is also requested to provide a complete list of Group 'A' & 'B' Officer working under them to update the record for the purpose.

3. It has also been observed that number of Group 'A' and 'B' Officers have not been submitted their APRs for the last year(s). In this regard, it is informed that the DOPT has recently issued instructions vide their OM No.11012/11/2007-Estt.A dated 27<sup>th</sup> September, 2011 that "*Vigilance Clearance shall be denied to an officer if he fails to submit his annual immovable property return of the previous year by 31<sup>st</sup> January of the following year, as required under Government of India decisions under Rule 18 of the Central Civil Services (Conduct) Rule, 1964.*" In view of this, all Officers may submit the returns in time, i.e. by 31st January, 2012 positively and mark the date of submission of immovable property returns. They may also be advised to retain a copy of it with them as they have to henceforth mention the date of submission of the annual immovable property return in their Annual Confidential Report.

5. The Chief of Centers/Head of the Departments/Units/Sections may kindly to ensure that all Group 'A' & 'B' Officers working under them submit the return in time.

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(VINEET CHAWDHRY)  
DY. DIRECTOR (ADMN.)

**DISTRIBUTION:-**

1. The Chief of all Centers
2. Dean (Academic) and (Examination)
3. Medical Superintendent
4. Head of the Departments/Units/Sections
5. Sr. Financial Adviser
6. Superintending Engineer
7. Chief Admn. Officer
8. Stores Officer

Copy to:- P.P.S. to Director/DD(A)  
P.S. to Dean/MS

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

STATEMENT OF ANNUAL IMMOVABLE PROPERTY RETURNS AS ON 1.1.2012

Name of Officer (in full and service to which the officer belongs): \_\_\_\_\_

Present post held \_\_\_\_\_ Department \_\_\_\_\_ Present pay \_\_\_\_\_

Name of District Sub-Division, Taluck and village in Which property is situated	Name and details of Property: Land Housing Land other building	Present Value	if not in own Name, State in whose name held and his/her relationship to the Govt. Servant	How acquired whether purchase lease, mortgage, inheritance, gift or otherwise, with date of acquisition and name which details of person (s) from whom acquired.	Annual-Income from the property	Remarks
1	2	3	4	5	6	7

Signature \_\_\_\_\_

Date: \_\_\_\_\_

In applicable 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.

- NOTE: (i) Transactions of immovable property as members of Hindu Undivided family Should also be included in the returns.
- (ii) Transactions in immovable property made out of the funds (including stridhan, Gifts, inheritance etc.) of the dependents of the officers, irrespective of the persons in whose name the transaction is made, should be reported along with the annual Property returns in as separate form.

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अखिल भारतीय आयुर्विज्ञान संस्थान

दिनांक: 01.01.2012 को संपत्ति का वार्षिक विवरण

अधिकारी का नाम (स्पष्ट अक्षरों में तथा जिससे अधिकारी संबंधित हैं)

वर्तमान धारित पद

विभाग

वर्तमान वेतन

जिला, उप-जिला, तालुका और गाँव का नाम जहाँ संपत्ति स्थित है।	संपत्ति भूमि/मकान संख्या तथा विवरण।	वर्तमान मूल्य	यदि संपत्ति अपने नाम पर नहीं है तो स्वामित्वधारी का नाम तथा सरकारी कर्मचारी से उसका संबंध दर्शाए।	अर्जित करने का प्रकार, क्या कर्य भी गई, पट्टे पर ली गई, मिस्त्री रली गई किरासत में मित्री उपहार आदि अन्य तरीकों से प्राप्त की गई प्राप्ति की दिधि कदित नाम तथा अर्जन करने वाले व्यक्ति (गौ) का विवरण दें।	संपत्ति से अर्जित वार्षिक आय	अभ्युक्तिगण
1	2	3	4	5	6	7

