

F. No.29-3/2023-Vig
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
(VIGILANCE CELL)

Ansari Nagar, New Delhi-29

Dated the: **29 DEC 2023**

OFFICE MEMORANDUM


Subject:- Submission of Annual Immovable Property Return as on 01.01.2024

As per Rule 18 (1) of CCS (Conduct) Rules, 1964, every Group 'A' & 'B' Officer 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 01.01.2024 is due.

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' Officer working under them for compliance and they may be asked to submit Annual Returns in the enclosed Performa (Annexure -'A') in respect of their immovable property as on 01.01.2024. In view of this, all Officers may submit the returns in time, i.e. by 31st January, 2024 positively. 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.

3. **It has also been observed that number of Group 'A' and 'B' Officers have not been submitted their AIPRs during 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 27th 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 31st January of the following year, as required under Government of India decisions under Rule 18 of the Central Civil Services (Conduct) Rule, 1964.***

4. 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. A complete list of Group 'A' & 'B' Officer working under them to update the record for the purpose.


(Shashank Chaturvedi)
Administrative Officer (Vigilance)

DISTRIBUTION:-

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

Copy for information to:- PPS/PA. to Director/Addl.Director (Admn)
P.S. to Dean/M.S.

CC:- PIC, Computer Facility- With the request to arrange to upload this memorandum on the website of the Institute.

VIGILANCE CELL**अखिल भारतीय आयुर्विज्ञान संस्थान**
ALL INDIA INSTITUTE OF MEDICAL SCIENCES**दिनांक 01.01.2024 को संपत्ति का वार्षिक विवरण**
STATEMENT OF ANNUAL IMMOVABLE PROPERTY RETURNS AS ON 01.01.2024

अधिकारी का नाम (स्पष्ट व बड़े अक्षरों में) / Name of Officers (in block letters) : _____

वर्तमान धारित पद / Present post held : _____ विभाग / Department: _____

वर्तमान वेतन/ Present Basic Pay: _____ नया कर्मचारी न./ New Employee ID: _____ जन्म तिथि/Date of Birth: _____

सेवा में शामिल होने की तिथि/Date of Joining in Service _____ सेवानिवृत्ति की तिथि/ Date of Retirement _____

जिला, उप-जिला, तालुक और गाँव का नाम जहाँ संपत्ति स्थित है	संपत्ति भूमिगृह भूमि तथा अन्य भवन का नाम 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 क्रय की गई, पट्टे पर ली गई, गिरवी रखी गई विरासत में मिली उपहार अथवा अन्य तरीके से प्राप्त की गई प्राप्ति की तिथि सहित नाम तथा अर्जन करने वाले व्यक्ति (यों) का विवरण दें।	संपत्ति से अर्जित वार्षिक आय	अभ्युक्तियाँ
Name of District Sub-Division, Taluk and village in which Property is situated	Name and detail 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 who acquired	Annual-Income from the Property	Remarks
1	2	3	4	5	6	7

हस्ताक्षर: Signature: _____

दिनांक: Date: _____

मोबाईल/Phone No. _____

ऐसे मामलों में जहां संपत्ति के सही-सही मूल्य का निर्धारण करना संभव न हो, वहां पर वर्तमान स्थिति से संबंधित लगभग मूल्य दर्शाया जाए।

In case where it is not possible to assess the value accurately the approximate value in relation to present conditions may be indicated.

टिप्पणी:- NOTE:(1) अविभाजित हिंदू परिवार के सदस्यों के रूप में अचल संपत्ति का लेन-देन भी विवरणी में सम्मिलित किया जाना चाहिए।

Transactions of immovable property as members of Hindu undivided family should also be included in the returns.

(2) अधिकारियों के आश्रितों के नाम अचल संपत्ति के लेन-देन का स्त्रोत (स्त्रीधन, उपहार, उत्तराधिकार आदि सहित) जिन व्यक्तियों के नाम से लेन-देन किया गया है, एक अलग प्रपत्र में संपत्ति के वार्षिक विवरण के साथ सूचित किया जाना चाहिए।

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.