



मिसिल स./F.No. 9-4/2018-V5

भारत सरकार/Government of India

कृषि एवं किसान कल्याण मंत्रालय / Ministry of Agriculture and Farmers Welfare

कृषि, सहकारिता एवं किसान कल्याण विभाग/Deptt. of Agriculture, Cooperation & Farmers Welfare

वनस्पति संरक्षण, संगरोध एवं संग्रह निदेशालय

Directorate of Plant Protection Quarantine and Storage

सतर्कता विभाग / Vigilance Division

एन एच 4, फ़रीदाबाद (हरियाणा) / N.H.IV, Faridabad-121001

Date : 1st January 2018

OFFICE MEMORANDUM

Subject : Submission of Annual Immovable Property Return for the year 2017 (as on 31.12.2017) by all the Gazetted and Non-Gazetted (Group 'A', 'B' & 'C') officers / officials – reg.

Under Rule 18(i)(ii) of Central Civil Services (Conduct) Rules, it is obligatory for all the Gazetted and Non-Gazetted (Group 'A', 'B' & 'C') officers / officials to furnish Annual Immovable Property Return (AIPR) every year. The AIPR for the year 2017 has become due. All the Gazetted and Non-Gazetted (Group 'A', 'B' & 'C') officers / officials are requested to send their AIPR in the enclosed proforma to Vigilance Section of this Directorate latest by 31.01.2018. Non-compliance of the instructions contained in CCS (Conduct) Rules will be viewed seriously. Failure to submit the AIPR within stipulated will be reflected in the APAR for the year 2017-18.

It may be noted that where the information to be submitted is "NIL", a NIL report also be sent. Where there is any acquisition of property or any change (addition/deletion) in the properties already declared, a copy of the permission of the Competent Authority may be enclosed. The property already declared needs to be indicated in the format clearly.

It may also be noted that the AIPR must reach to Vigilance Section positively by 31.01.2018 with clearly indicating the AIPR Year "2017".

Encl.: As above


(Gautam Chatterjee)
Vigilance Officer

Copy to :

- i) All the Gazetted and Non-Gazetted (Group 'A', 'B' & 'C') officers / officials at Head Quarters of Directorate including CIL & CIB&RC
- ii) All Head of Sub-Offices with a request that the AIPR in respect of all the Gazetted and Non-Gazetted (Group 'A', 'B' & 'C') officers / officials working under their control may be obtained and forwarded to this Directorate latest by the stipulated dated i.e. 31.01.2018.
- iii) Sr. Programmer, IT Cell with request to upload the proforma at the website of Directorate.

FORM

Year: **2017**

1. Name (in block letters):
2. Present post held:
3. Name of Office (in full):
4. Service to which the officer/official belongs:
5. Cadre of the State on which born:
(for Technical Officers on deputation from State Govt. etc)
Inapplicable clause to be struck out.

Name of district Sub-division, Taluk and Village in which the property is situated	Name and details of property		Present Value*	If not own name, state in whose name held and his/her relationship to the member of the service
	Housing/other Buildings	Lands		
1.	2.	3.	4.	5.

How acquired whether by purchase, lease, mortgage, with date of acquisition and name with details of person/persons from whom acquired. #	Annual Income from the property	REMARKS
6.	7.	8.

Signature:
Name & Designation:
(if Gazetted Officer, with stamp)

Date:

- * 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 lease also.

प्रपत्र

वर्ष
2018

1. अधिकारी/कर्मचारी का पूरा नाम
 2. वर्तमान धारित पद
 3. कार्यालय/अनुभाग का पूरा नाम
 4. सेवा जिससे अधिकारी/कर्मचारी संबंधित है
 5. राज्य का संवर्ग जिससे मूल रूप से संबंधित है
- (राज्य सरकारों इत्यादि से प्रतिनियुक्ति पर आए तकनीकी अधिकारियों के लिए)

लागू न होने वाले खंड को काट दिया जाए।

जिला उपखंड, तालुका और गाँव का नाम जिसमें संपत्ति स्थित है।	संपत्ति का नाम और विवरण		वर्तमान कीमत	यदि स्वयं के नाम न हो तो जिसके नाम हो उसका नाम बताएं और सेवारत सदस्य से उसका संबंध बताएं।।
	मकान/अन्य इमारतें.	भूमि		
1.	2.	3.	4.	5.

संपत्ति ग्रहण करने की तिथि अर्थात् क्रय, पट्टा, बंधक, पैतृक, उपहार अथवा अन्य किसी प्रकार से ग्रहण की। ग्रहण करने की तारीख और जिससे ग्रहण किया गया उस व्यक्ति/यों का नाम और विवरण दें जिससे संपत्ति ग्रहण की गई।	संपत्ति से वार्षिक आय	अभ्युक्तिर्था
6.	7.	8.

हस्ताक्षर

नाम तथा पदनाम.....

(राजपत्रित अधिकारी होने की स्थिति में मुहर सहित)

दिनांक

- यदि शुद्ध रूप से कीमत का निर्धारण संभव न हो तो वर्तमान स्थिति में अनुमानित कीमत बताएं।
- इसमें लघु अवधि का पट्टा भी शामिल है।