

No.19011/06/2016-AVU
Government of India
Ministry of Environment, Forests and Climate Change
Vigilance Division

Indira Paryavaran Bhawan,
Agni Wing, Level-IV, Jorbagh Road,
Aliganj, New Delhi-03

Dated the 28th December, 2016

Office Memorandum

Sub: Submission of Annual Immovable Property Return (AIPR) for the year ending 31.12.2016 (as on 01.01.2017) by Group 'A', 'B' and 'C' officers/officials in the Ministry-reg.

In accordance with the provisions of clause (ii) of Rule 18(1) and (4) of the Central Civil Services (Conduct) Rules, 1964 and GOI instruction under Rule 16 of the All India Services (Conduct) Rules, 1968, all government servant belonging Group 'A', 'B' and 'C' posts are required to submit his/her annual return giving full particulars on the immovable property inherited by him/her or owned, or acquired by him/her 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. This return is required to be submitted in respect of every calendar year by 31st January of the next year.

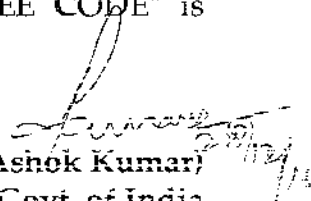
2. In pursuance the Department of Personnel and Training (DoPT) O.M. No.26/2/2015-CS.1(U) dated 21.12.2015 all CSS officers (including Assistant Section Officers/Section Officers) should submitted their AIPR through Web Based Cadre Management System which is hosted at cscms.nic.in. They will submit the print out and duly signed IPR to their Vigilance Division before or by 31.01.2017. As per DoPT's O. M. No. No.26/2/2015-CS.1 (PR/CMS) dated 13.12.2016, AIPR for the 2016 (as on 31.12.2016) is required to be furnished by the CSS officers latest by 31.01.2017. Non-submission of the IPR within the stipulated time period/date leads to the denial of vigilance clearance to the CSS officers for empanelment, deputation cadre clearance etc. IPRs received beyond the stipulated date or vide off-line mode shall not be regarded as conforming to the extant guidelines.

3. All Group 'A', 'B' and 'C' officers/officials in this Ministry (including NAEB/NRCD/NMNH and Regional Offices) are, accordingly, requested to submit their annual immovable property return(AIPR) for the year ending 31.12.2016 (as on 01.01.2017), in the enclosed performa, before 31.01.2017.

4. In the case of IFS officers working in Ministry of Environment, Forest and Climate Change it is intimated that the Ministry has developed software in consultation with NIC in order to enable them to file their AIPR on-line at ifs.nic.in → Immovable Property Return → login, (User ID/Password) contact NIC cell in Head Office. In this regard, *Special reference is invited to DoPT's O.M. No 104/33/2005-AVD.I dated 7.9.2011 wherein it is clearly mentioned that "Vigilance clearance shall be denied to an officer if he fails to submit his annual immovable property return of the previous year latest by 31st January of the following year, as required under Government of India decisions under Rule 16 of the All India Services (Conduct) Rule, 1968."*

5. While furnishing the AIPR it may be ensured that usage of phrases such as "same as previous year" or "no change" are avoided and full particulars of the immovable property inherited/owned/acquired or held are furnished in terms of Rule 18 of CCS (Conduct) Rules, 1964.

6. The return should be filled strictly in accordance with the instructions therein. While filling up the return it should also be ensured that "EMPLOYEE CODE" is invariably indicated in the return.


(Ashok Kumar)

Under Secretary to the Govt. of India
Tele. No. 011-24695311

Encl. as said above.

To

All Group 'A', 'B' and 'C' officers/officials of the Ministry (including NAEB/NRCD/CCU/NMNH/Regional Offices).

Copy for necessary compliance to:

1. The Deputy Secretary (Admn.), MoE,F&CC,
2. The IG(F) (Ms. Rekha Pai) with a request to bring this to the notice of the IFS officers posted in the Ministry.
3. The DIG(F)(Admn.), NAEB,
4. The Director (Admn.), NRCD
5. All Regional Offices of MoE,F&CC
6. All Attached/Subordinate Offices/Autonomous Bodies/PSU under the MoE,F&CC.
7. The Consultant (IT) for uploading this O.M. on e-office portal of this Ministry.

Statement of Immovable Property for year 2016 (as on 1.1.2017)

Service _____

Name of officer (in full):- _____

Designation _____

Ministry/Department _____

Date of Birth:- _____

Present Pay: Basic _____

Grade Pay _____

Name of district Sub-Division, Taluk Village in which property is situated	Name and details of property -- housing, lands and other buildings	Cost of construction/ acquisition including land in case of house and year when purchased.	*Present Value	If not in own name state in whose name held and his/her relationship to the government servant.	How acquired -- whether by purchase, lease mortgage, inheritance gift or otherwise, with date of acquisition and name with details of persons from whom acquired.	Annual income from the property.	Remarks
1	2	3	4	5	6	7	8

Signature

Date.....

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NOTES:

- 1) *In case where it is not possible to assess the value accurately the approximate value in relation to present conditions may be indicated.
- 2) ** Includes short-term lease also.
- 3) The declaration from is required to be filled in and submitted by every member of Class II (Group A and Group B) services under rule 15(3) of the Central Civil Services (Conduct) Rules, 1955. [now rule 18(1) of the CSS (Conduct) Rules, 1964] on 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 or held by him on lease or mortgage, either in his own name or in the name of any members of his family or in the name of any other person dependent on Government Servant
- 4) The wording "no change" or "as in the previous year" should be avoided and full details provided.