



East Delhi Municipal Corporation

(Central Establishment Department)
419, Udyog Sadan, Ground Floor,
Patparganj Industrial Area, Delhi-110092

IT Deptt, East DMC

Dy. No. I.P. D-2170

Dt. 8/03/2022

EDMC/32/21/2022-CED/546

CIRCULAR

Udyog Sadan, Patparganj
Delhi-110092

Subject: Intimation regarding acquiring/disposing of immovable and movable property respectively under Rules 18(2) and 18(3) of the CCS (Conduct) Rules, 1964 - reg.

Attention is invited towards Rule 18(2) of CCS(Conduct) Rules, 1964 which inter alia states that *no Government servant shall, except with the previous knowledge of the prescribed authority, acquire or dispose of any immovable property either in his own name or in the name of any member of his family.*

2. Attention is also invited towards Rule 18(3) of CCS(Conduct) Rules, 1964 which inter-alia states that *where a Government servant enters into a transaction in respect of movable property either in his own name or in the name of the member of his family, he shall, within one month from the date of such transaction, report the same to the prescribed authority, if the value of such property exceeds two months' basic pay of the Government servant. Provided that the previous sanction of the prescribed authority shall be obtained by the Government servant if any transaction of immovable/movable property is with a person having official dealings with him.*

3. There have been instances, where officers/staff of the Corporation have acquired/disposed of their movable or immovable property, without previous knowledge/sanction of the prescribed authority which is the violation of Rule 18(2) or 18(3) of the CCS(Conduct) Rules, 1964.

4. All officers and staff are, therefore, advised to scrupulously follow the rule position stated above while entering into transactions of immovable/movable properties. Any violation of the said rules will entail action under the relevant provisions of the CCS(Conduct) Rules, 1964.

(Ravinder Kumar)
Assistant Commissioner (CED)
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Harishm