



Central Establishment Department  
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Ph : 23222 6301

No: Director (P)/North DMC/2020/ 1439

Dated: 26 /11/2020

**CIRCULAR**

**Subject : Filing of Immovable / Movable Property Return (MPR) by officers / officials of Group 'A' & 'B'.**

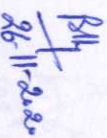
Please refer to Letter No. 020/VGL/023/466958 Dated 23-11-2020 of CVC, on the subject cited above.

In terms of Rule 18 of CCS (Conduct) Rules, 1964, the Immovable Property Return is mandatory to be furnished by Officers / Officials. The officers/ Officials are also informed that non submission of IPR within time would invite the denial of Vigilance Clearance and will not be considered for empanelment for senior level posts in Govt. of India.

Hence, all HODs are requested to circulate the directions of CVC widely to all the Officers / Officials working under their respective control. They should ensure that IPR / MPR (Format available on website of North DMC) for the previous year i.e. 2019 should be submitted by 30-11-2020. The Officers are also informed that non-submission of IPR / MPR within the stipulated date shall be viewed seriously and appropriate disciplinary action may be initiated against them.

This issues with the approval of the Competent Authority.

Encls : Letter of CVC dated 23.11.2020

  
( P.K. Jolly )  
Admn. Officer (Estt.)  
North DMC

**Distribution :**

1. All HODs of North DMC - for widest circulation among all concerned Officer / Official
2. Addl. Director (IT) – for uploading this circular on website of North /South /East DMC.
3. PS to Commissioner / North DMC – for information of the Commissioner.

**Copy to :**

1. CVO / North/South/East DMC – for information & necessary action please.
2. PS to Commissioner, South DMC.
3. PS to Commissioner, East DMC.
4. Director (P), North, South & East DMC.

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सत्यमेव जयते

केन्द्रीय सतर्कता आयोग  
CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,  
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023  
Satarkta Bhawan, G.P.O. Complex,  
Block A, INA, New Delhi-110023

फै./No..... 020VGL023/466958

दिनांक / Dated..... 23.11.2020

Office Order No. 17/11/2020

**Subject: Filing of Immovable/Movable Property Return by officers/officials**

Timely filing of property return by the officials of Ministries/ Departments/ Organisations is one of the mandatory requirement under Conduct Rules. Property returns are also a good tool for CVOs to detect the source of funding of the assets of the officials and to find out whether these have been acquired through legal means. Non-filing of property returns constitutes good and sufficient reasons for instituting disciplinary action against the delinquent officials.

2. While examining the reports submitted by some of the CVOs, the Commission has observed that in most of the organisations, many of the officers/officials are yet to file their Annual Immovable/Movable Property Return (IPR/MPPR) for the previous year i.e. 2019. In most organisations, the last date for filing of return is 31<sup>st</sup> January. Almost nine months have since lapsed and the organisations are yet to secure 100% compliance in this regard.

3. The Commission has expressed its deep concern at such a prolonged delay in filing of IPR/MPPR by the officers/officials of organisations and has directed to complete the exercise latest by 30<sup>th</sup> November, 2020 to achieve 100% compliance. Those officers/officials who do not file their IPR/MPPR by 30.11.2020, appropriate disciplinary action may be initiated against them.

4. All CVOs/Administrative authorities should ensure strict compliance to the above instructions under intimation to the Commission.

  
(M. A. Khan)

Officer on Special Duty

To:

1. All Secretaries of Ministries / Departments of Gol /CMDs/Chief Executives/ Heads of CPSEs /PSBs /PSICs / FIs / Autonomous Organisations, etc.
2. All Chief Vigilance Officers of Ministries / Departments /CPSEs /PSBs /PSICs /FIs / Autonomous Organisations, etc.

**FORM NO. I**

**STATEMENT OF IMMOVABLE PROPERTY ON FIRST APPOINTMENT/FOR THE YEAR ENDING UP TO DECEMBER \_\_\_\_\_**

(e.g. Lands, House, Shops, Other Building, etc. held by Public Servant, his/her spouse and dependents children)

1. Name of Officer (in full) with Father's/ Husband's name (In Block Letters) \_\_\_\_\_ S/d/w/o \_\_\_\_\_
2. Present post held \_\_\_\_\_ 3. Present Pay Scale with Pat Matrix \_\_\_\_\_ 4. Date of Birth \_\_\_\_\_
5. If on deputation the cadre to which the officer belongs \_\_\_\_\_
6. Address of cadre controlling authority to whom the return is to be sent \_\_\_\_\_

S. No.	Description of property (Land/ House/ Flat/Shop/ Industry etc.)	Precise location (Name of District, Division, Taluk and Village in which the property is situated and also its distinctive number, etc.)	Area of land (in case of land and buildings)	Nature of land in case of landed property	Extent of interest	If not in own name, state in whose name held and his/her relationship, if any to the public servant	Date of acquisition	How acquired (Whether by purchase, mortgage, lease, inheritance, gift or otherwise) and name with details of person/persons from whom acquired (address and connection of the Government servant, if any, with the person/persons concerned) Please see Note 1 below) and cost of acquisition.	Value of the property (see note 2 below)	Particulars of sanction of prescribed authority, if any	Total annual income from the property	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13

Date.....

Signature.....  
Name&Post.....

Note (1) For purpose of Column 9, the term "lease" would mean a lease of immovable property from year to year or for any term exceeding one year or reserving a yearly rent. Where, however, the lease of Immovable property is obtained from a person having official dealings with Government servant, such a lease should be shown in this Column irrespective of the term of the lease, whether it is short-term or long term, and the periodicity of the payment of rent.

Note (2) In Column 10 should be shown—

- (a) Where the property has been acquired by purchase, mortgage or lease, the price or premium paid for such acquisition;
- (b) Where it has been acquired by lease, the total amount annual rent thereof also; and
- (c) Where the acquisition is by inheritance, gift or exchange, the approximate value of the property so acquired.