



Municipal Corporation of Delhi
Central Establishment Department
22nd Floor, Dr. S. P. Mukherjee, Civic Centre
J. L. Nehru Marg, New Delhi-02

F.No. SO-IV/AO/AIPR/CED/2022/2239

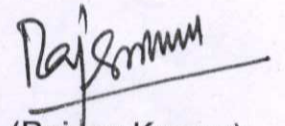
Dated: 26/09/2022

CIRCULAR

Subject: Prior intimation under Rule 18 of CCS (Conduct) Rule, 1964 in respect of transaction of immovable and movable property- Reg.

Attention is drawn to Rule 18 (2) of the CCS (Conduct) Rule, 1964 which provides for the requirement of giving prior intimation and seeking prior sanction in respect of immovable/movable property transactions. It has been observed that provisions regarding giving prior intimation and obtaining prior sanction in respect of the transaction of immovable/movable property are not being adhered to by some officers/officials of this MCD. All the officers/officials of MCD are hereby advised to be prompt in giving prior intimation and obtaining prior sanction of this Department in respect of transaction at least 30 days before the probable date of transactions. Any failure to abide by the said provisions will be viewed seriously and appropriate action shall be taken in this regard.

2. This issues with the prior approval of the Competent Authority.


(Rajeev Kumar)
Director (Pers.)

Distribution:-

1. All HoDs / Through mail
2. All Addl. Commissioner/All Deputy Commissioners.
3. PS to Special Officer- for kind information to Spl. Officer, MCD
4. PS to Commissioner- for kind information to Commissioner, MCD
5. Director (IT) to upload the same on MCD website.
6. Office copy/Guard file.