No.HR/AVS/10(3)16/SPARROW/

Dated: 03.01.2020

BY WEB CIRCULATION

To

All ACC(Zones), Director(PDNASS)
All RPFC/OIC in-charge of RO/ZTI/ASD-HO/DO,

Subject: Submission of Annual Immovable Property Return (IPR) Manually by all officials holding Group ‘A’ & ‘B’ posts- Regarding.

Madam/Sir,

As per Rule 18(1) (ii) of CCS(Conduct) Rules, 1964, which are mutatis mutandis applicable to the employees of Central Board in terms of Regulations 18 and 22 of EPF (Officers and Employees’ Conditions of Service) Regulations, 2008:

“Every government servant belonging to any service or holding any post included in Group ‘A’ & Group ‘B’ shall submit an annual return in such form as may be prescribed by the government in this regard giving full particulars regarding the immovable property inherited by him or owned or acquired by him or held by him on lease or mortgage either in his own name or in the name of any member of his family or in the name of any other person.”

2. It is to inform that the SPARROW application software, which was provided for online submission of AIPR, is not operational due to some technical issue with the NIC Server.

3. Therefore, all the officials’ holding Group ‘A’ or ‘B’ post may be directed to submit annual AIPR MANUALLY in the prescribed format (Performa enclosed) for the year ending 31st December 2019 by due date viz. 31st January 2020.

4. As per DOPT O.M No. 11012/11/2007-Estt. A dated 27.09.2011, officers who have not submitted the IPR by the prescribed time would be denied vigilance clearance and will not be considered for empanelment for senior level posts in government of India and deputations etc.

4. The officers will submit AIPR to their respective Zonal Offices by due date i.e., 31st January-2020. The Zonal Office will send the same to Head Office subsequently without undue delay.

Encl: As above.

Yours faithfully,

(Uma Mandal)
Addl.Central P.F.Commissioner(HRM)
# Statement of Immovable Property for the Year Ending on 31st December 2019

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Name of District, Sub-Division, Taluk &amp; Village in which property is situated.</th>
<th>Name &amp; area of Property-Housing, Lands and Other Buildings</th>
<th>Cost of construction/Acqurement including that of land in case of house and year when purchased</th>
<th>Present* Value of the property</th>
<th>If not in own name, state in whose name held &amp; his/her relationship to the Govt. Servant</th>
<th>How acquired, whether by purchase, lease**, mortgage, gift, inheritance, or otherwise with date of acquisition &amp; name with details of person(s) from whom acquired.</th>
<th>Annual Income from the property</th>
<th>Remarks</th>
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In applicable clause to be struck out
*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 leases also.

Note:-
The declaration form is requested to be filled in and submitted by every member of Class I and Class II (Gr."A" and Gr."B") services under Rule 18 of CCS(Conduct)Rule 1964 on the first appointment to the service and thereafter interval of the every 12th month giving particulars of all immovable properties owned, acquired or inherited by him/her or held 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.

Signature:  
Date: