

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF N.C.T. OF DELHI
(ADMINISTRATION BRANCH)
F-04, Vikas Kuteer, I.T.O, I.P. Estate, Delhi-110002

No. GA/1030/10/88/D- 985

Date: 31/12/19

CIRCULAR

Sub: - Submission of Immovable Property Return (IPR) for the year 2019 (as on 31.12.2019) by all Group 'A' & 'B' Officers.

In terms of Rule 18 of the CCS (Conduct) Rules, 1964, every Government Servant holding Group 'A' & 'B' post is required to furnish the property return for calendar year in the month of January of following year on the prescribed proforma giving full particulars regarding immovable property inherited by him/her or owned or acquired 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 as on the date. If the officer has no immovable property in his/her name or in the name of any dependent of his/her family he should declare it as 'NIL' immovable property.

Hence, all Group 'A' & 'B' officers are, therefore, requested to submit their statement of Immovable Property Return (IPR) for the year 2019 (as on 31.12.2019), giving complete details in every column of the prescribed proforma (copy enclosed overleaf) by **31.01.2020** positively in the office of undersigned.

This may be treated as **MOST URGENT**


Dy. Director (Admn.)

Encl: **As above**.

Distribution:

1. P.S to CEO (DUSIB).
2. P.S to Member (Admn.).
3. P.S to C.E-I, II & CE (Elect.)
4. F.A/All Directors/B&FO/Architect.
5. All S.Es
6. All Dy. Director/Dy. CA/Ex. Eng. **DD (IT) - I**
7. All Head of Branches with the request to circulate among the aforesaid officers/officials working under them for compliance.
8. Dy. Director (System) with request to upload this circular on official website of the department please.
9. Office Copy/Guard file.

R-770/0D(51-1)/2020
1/1/20

STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR ENDING

1. Name of Officer (in full) and Service to which the officer belongs.
 3. Date of Birth

2. Present post Held

4. Present Pay

Name of districts, sub- Division, Taluk and village in which property is situated	Name and details of Property		@Present Value	If not in own name, state in whose name held and his/his relationship to the members of the Service	How acquired whether by purchase, lease, mortgage, inheritance, gift or of otherwise with date of acquisition and name with details of person/ persons from whom acquired.	Annual income from property	Remarks
	1. Housing and other buildings	2. Lands					
1	2	3	4	5	6	7	8

Signature

Date

In-applicable clause to be struck out.
 In cases where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated. Include short term lease also.

Note— The declaration form is required to be filled in and submitted by every member of the Class-I and II (Group 'A' and 'B') Services under rule 18(1) of the CCS (Conduct) Rules, 1964, on 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 or in the name of any member of his family or in the name of any other person.