

भारत सरकार / Government of India
खान मंत्रालय / Ministry of Mines
भारतीय खान ब्यूरो / Indian Bureau of Mines

संख्या सी-29011/2/2018 -प्रशा. गोप

नागपूर दिनांक 19.12.2020

C I R C U L A R

Subject: Central Civil Services (Conduct) Rules, 1964 – Submission of Declaration of Immovable Property Returns in r/o Group 'A', 'B', 'B (NG)' & 'C' officers / officials of IBM – regarding..

All the Divisional/Zonal/Regional/Sectional/RMPL Heads of IBM are requested to obtain the Annual Immovable Property Return as on **31.12.2020** in the prescribed proforma (copy enclosed as **Annexure-A**) from Group 'A', 'B', B(NG) & 'C' officers / officials working under their administrative control, and arrange to send the same with a Completion Certificate (specimen of Certificate enclosed as **Annexure-B**) to this office on or before **31st January 2021** in terms of CCS (Conduct) Rules, 1964.

In this context, it is also mentioned that some officers/officials could have acquired/disposed of the immovable property during the year – 2020. All such officers/officials are also required to furnish the details of such transactions in the prescribed proforma, and enclose the copy of permission/memorandum issued by this Department, to this effect, with the prescribed proforma duly completed under Rule 18 of CCS (Conduct) Rules, 1964. **This aspect should be particularly checked and verified before forwarding of such completed proforma to the Head of Office IBM (HQ), Nagpur.**

Note:

1. All Head of Office shall ensure that :
 - a) All performa or forms should be filled in legible capital letters.
 - b) Non submission of such property returns in recent year has been view by the Chief Vigilance Officer very seriously. Hence, it shall be ensure that 100% submission of such property returns working under Head of office becomes mandatory within a specify date
 - c) Non compliance of condition mentioned at a& b may be dealt seriously by the concerned Head of Office.

Hindi version will follow.

Encl: As stated

Y.G. Kale
18/12/2020
(Dr. Y.G. Kale)
Regional Controller of Mines &
Head of Office

To:

- (1) All Divisional / Zonal / Regional / Sectional / RMPLs Heads of IBM.
- (2) Officer-in-charge, TMIS, IBM, Nagpur for uploading this Circular in IBM's website

**ANNUAL RETURN UNDER RULE 18 OF CCS (CONDUCT) RULES, 1964
STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR AS ON 31ST DECEMBER,**

Name of Officer (in full) : Designation :		Division & Section : Present Basic Pay : Pay Matrix/ Level :					
(1) Name of District, Sub-Division, Taluk and Village in which property is situated	(2) Name and details of property Housing, lands and other building	(3) Cost of constructions /acquirement including land in case of house and year when purchased	(4) Present Value	(5) If not in own name, state in whose name held and his/her relationship to the Government servant	(6) How acquired whether by purchase, lease, mortgage, inheritance, gift or otherwise with date of acquisition and name with details of person(s) from whom acquired	(7) Annual income from the property	(8) Remarks

NOTE: Copy of permission/Memorandum in respect of the Immovable Property acquired / disposed off during the year 2020 is enclosed.

Place:
Date:

Signature:
Name:
Designation:

(SPECIMEN)

Annexure-B

COMPLETION CERTIFICATE

Certified that the following Group 'A', 'B', 'B(NG)' & 'C' officers / officials who are working in this Office _____ (name of Office) have furnished their Annual Immovable Property Returns (AIPRs) as on 31.12.2020 in the prescribed proforma enclosed herewith. It is also certified that all the AIPRs so received have been scrutinized and the same are forwarded to the Head of Office (HQ), IBM, Nagpur in terms of IBM's Circular सी-29011/2/2018-स्था ए dated :-

Sl.No.	Name & Designation	Date of submission
1.		
2.		
3.		
4.		

(Signature of Controlling Officer)