CIRCULAR

Every employee is required to submit a return of immovable property inherited/owned/acquired once in every year, beginning 1st January. Office Memorandum No. 11013/7/2014-Estt.(AlII) dated 26th October, 2015 is attached for information and compliance.

2. In view of above, all the regular employees of ERNET India are required to fill their ‘Annual Property Return’ as on 01.01.2016 in ‘Attach Perforama’ and submit the same latest by 31.01.2016.

(Bhupal Singh)
Registrar & Director (P&A)

To

All the regular employees of ERNET India
Notice Board/ On APPSERVER
OFFICE MEMORANDUM

Dated: 26th October, 2015

Subject: Central Civil Services (Conduct) Rules, 1964 and the Lokpal and Lokayuktas Act, 2013 – Submission of Declaration of Assets and Liabilities by the Public Servant for each year - Regarding

The undersigned is directed to refer to the O.M. of even number dated the 23rd July, 2015 on the above subject wherein the time lines for filing returns regarding assets and liabilities were laid down. It was mentioned therein that all Government servants i.e. belonging to Group ‘A’, ‘B’, ‘C’ and erstwhile Group D are now required to furnish the declaration of their assets and liabilities in the formats prescribed under the Lokpal and Lokayuktas Act, 2013 (‘the Act’).

2. Vide the Order No. 407/12/2014-AVD-IV(B) dated 30.4.2014 the date for filing returns under the Act was extended in view of the difficulties faced in filing returns under the Act and the need to simplify the forms and the process in which public servants are required to make a declaration of assets and liabilities. Vide the Order No. 407/12/2014-AVD-IV(B) dated 12th October, 2015, the deadline for filing these returns has again been extended up to 15th April, 2016 as the circumstances enumerated in the earlier orders which necessitated extension still continue.

3. In view of the difficulty faced in filing returns under the formats prescribed under the Lokpal and Lokayuktas Act, it has been decided that the Annual Property Returns required to be filed under the CCS(Conduct) Rules, 1964 for the year 2015 which are required to be filed by the 31st January, 2016, may be filed in the forms prescribed under the CCS(Conduct) Rules, 1964. The returns would be required to be filed by all the Government servants belonging to Group ‘A’, ‘B’, ‘C’ and erstwhile Group D.

To

The Secretaries of All Ministries/Departments
(as per the standard list)
ER NET India

STATEMENT OF IMMOVABLE PROPERTY OF THE FIRST APPOINTMENT AND THEREAFTER FOR THE YEAR 2015 (AS ON 01.01.2016)

1. Name of the Officer (in full):
2. Present post held:
3. Service to which the Officer belongs:
4. Present scale of pay and basic pay:

<table>
<thead>
<tr>
<th>Name of the Distt. Sub-division and village in which property situated</th>
<th>Name and Details of Property</th>
<th>If not in own name, state in whose name held of his/her relationship to Govt. Servant</th>
<th>How acquired whether lease ** mortgage, inheritance, gift or otherwise with date of acquisition and name with detail of person from whom acquired</th>
<th>Annual Income from Property</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing and Building</td>
<td>Other Lands</td>
<td>Present Value</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

Signature: ____________________________
Dated: ____________________________

Note: The declaration form is required to be filled in and submitted by every Group 'A' and 'B' officer under Rule 1891 of the Central Civil Service (Conduct) Rules, 1964 on first appointment to the service and owned/acquired 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 person.

1. * In case where it is not possible to access the value accurately, approximate value in relation to present condition may be indicated.
2. ** Includes short-term lease also.