

CIRCULAR

Subject: Submission of Immovable Property Return (IPR) for the year 2016 as on 01.01.2017 by Group 'A' and 'B' Officers-regarding.

The Immovable Property Return (IPR) for the year 2015 (as on 01.01.2016) are due to be submitted by Group 'A' officers (other than IRS (C&CE)) and Group 'B' Officers of the Commissionerate in the year 2016.

2. As per Rule 18(1)(ii) of the CCS (Conduct) Rules, 1964-Every Government Servant belonging to any service or holding any post included in Group 'A' and 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.

3. Accordingly, Group 'A' IRS (C&CE) Officers have to file their IPR online in SPARROW module as per letter C.No. 8/B/328/HRD(HRM)/IPR/2016 dated 19.12.2016 available on the website www.dghrdcbec.gov.in (<http://www.dghrdcbec.gov.in/WriteReadData/merged document 2.pdf>). The IPR in respect of all other Group 'A' and Group 'B' Officers (Gazetted and Non Gazetted (Superintendent, Inspector, Sr./Jr. Hindi Translator, DOS, Steno-I/Sr. Tax Assistant/ Driver Specialist Grade) of the Commissionerate for the year 2016 as on 01.01.2017 may be furnished to this office. The prescribed proforma of IPR is enclosed.

4. As per Ministry's letter F.No. A-29012/1/98-EC/PER dated 20.01.1997 where an officer has no immovable property to report, 'NIL' IPR is to be submitted in the prescribed proforma. It is also clarified that all the particulars of the IPR have to be mentioned clearly in the format even if these were reported in the last IPR as the value of the immovable property etc. change from year to year. It was mentioned therein that remarks such as "No Change", "No Change during the year", "Same as last year", "No addition", "As in the previous year" etc. should be avoided. But it is observed that the IPRs are continued to be received with such remarks. Such returns are not in conformity with the existing instructions on the subject, which require that full particulars be declared for each year as on January

of the following year. It may also be noted that every ACR contains a column wherein the officer concerned is required to indicate as to whether he has submitted his IPR in time.

5. The complete IPR be sent to this office latest by 31.01.2017 positively. Further, it should be ensured at your end that all officers under your control/charge have submitted the IPR.

6. Further, as per DOPT's OM dated 29.09.2011, the officers who have not submitted IPR by the prescribed time would be denied vigilance clearance and will not be considered for empanelment to any posts in Government of India.

7. In view of the above instructions all Group 'A' (IRS(C&CE)-online and others-offline) & Group 'B' Officers are required to file Immovable Property Returns for the year 2016 as on 01.01.2017 by 31.01.2017.

8. All the Divisional Heads are required to submit all IPRs to this office immediately after 31.01.2017 along with a certificate that no IPR is pending and all IPRs pertaining to their division have been submitted then.

9. Hindi version follows.

10. This issues with the approval of the Principal Commissioner, Customs, Central Excise & Service Tax, Bhopal

sd
(R.S. Maheshwari)
Additional Commissioner (P&V)

Copy to:

- 1) The Principal Commissioner, Customs, Central Excise & Service Tax, Bhopal.
- 2) The Commissioner (Appeals), Customs, Central Excise & Service Tax, Bhopal.
- 3) The Additional/Joint Commissioner, Customs, Central Excise & Service Tax, Bhopal.
- 4) The Assistant Commissioner (CCO), Customs, Central Excise & Service Tax, Bhopal.
- 5) The Deputy/ Assistant Commissioner (Bhopal-I/II, Division Service Tax-Bhopal, Sagar-I/II)
- 6) The Deputy/ Assistant Commissioner (Central Excise Hqrs (Legal/Review/Stats/Tech/Adj/Prev/Audit/P&V/Admin/ICD Mandideep/ RTI/TRC)
- 7) The Pay & Accounts Officer, Customs, Central Excise & Service Tax, Bhopal.
- 8) The Administrative Officer(DDO), Sagar-I/II , Bhopal-Div-I/II Central Excise Hqrs, Bhopal.
- 9) Notice Borad Hqrs/ Paryawas Bhawan.
- 10) The Web Master, Central Excise, Bhopal.

sd
18.01.17
Additional Commissioner (P&V)

उप / सहायक आयुक्त
केन्द्रीय उत्पाद शुल्क एवं सेवाकर