



रक्षा लेखा नियंत्रक (सेना)
CONTROLLER OF DEFENCE ACCOUNTS (ARMY)
बेल्वेडियर परिसर, आयुध पथ, मेरठ छावनी – 250001
Belvedere Complex, Ayudh Path, Meerut Cantt-250 001
☎ 0121-2794357 फ़ैक्स संख्या Fax Nos. 0121-2646254,
2646216
ईमेल आईडी e-mail id: adminonecdaarmy.dad@hub.nic.in



IMPORTANT CIRCULAR

No. AN/I/1087/IPR/2023

Date: 15.12.2023

To,

**All AAOs and Sr. Auditors
Main Office and Sub Offices
(through website)**

Sub: Timely submission of Immovable Property Returns for the year 2023 in respect of AAOs and Sr. Auditors.

As per provisions contained in Rule 18 (I) (II) of CCS (Conduct) Rules 1964, all Gazetted Officers (Group 'A' & 'B') and Group-'B' Non-Gazetted staff (Senior Auditors) are required to submit their immovable property returns regularly. In view of the above, the immovable property owned/acquired/rented by the officer/staff or held by the officers/staff on lease or mortgage either in the name of the officer/staff or in the name of any other person or member of the family as stands on 01.01.2024 may be forwarded to this office in the prescribed pro forma (pro forma enclosed) duly filled in confidential cover so as to reach this office not later by **31.01.2024**.

2. Further, it has been observed in the previous instances that officers/staff, while furnishing their IPR, write "No Change", "Same as last year", etc., which do not provide basis for scrutiny and further linking. It is therefore requested that full particulars may please be shown in the relevant columns provided for the purpose in the pro forma and ensure timely submission thereof.

3. In case where there is variation in the value of the property with that shown in the IPR for the last year, the reasons for the same may please be indicated therein. In case of increase in the value due to fluctuation in the market rates and not due to any addition/alteration, the number and date of order of the competent authority under which

sanction for the same was accorded may be indicated therein and copy of such sanction be forwarded along with the IPR.

4. It is requested that **pro forma may be filled in duplicate (2 copies)** and submitted so as to **reach this office not later than 31.01.2024** for scrutiny. In case report is not forwarded to this office by the due date, a serious view will be taken as the date of receipt of IPR is also to be reflected in APARs.

GO(Admin) has seen.

Encl: As stated above.

Copy to:

✓ **IT&S-III section (local)**

For uploading on CDA (Army) Meerut website.

Arun Kumar
SAO (AN)

Sd-
SAO(AN)

प्रपत्र
FORM

दिनांक 01.01.2024 को वर्ष 2023 के लिए अचल संपत्ति का विवरण
STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR 2023 AS ON 01.01.2024

वर्तमान वेतन
Present Pay

अधिकारी का नाम :

Name of the officer:

सेवा का नाम जिससे अधिकारी संबंधित है

वर्तमान पद :

Present Post held :

जिला, सब डिवीजन, तालुक और गाँव का नाम जहाँ सम्पत्ति है Name of District, Sub Division, Taluk and Village in which the property is situated.	संपत्ति, आवासीय भूमि और अन्य भवनों आदि का नाम व खोरा Name and details of property, Housing lands & other buildings	वर्तमान मूल्य Present Value	यदि संपत्ति अपने स्वयं के नाम पर नहीं है तो बताएं कि किसके नाम से है तथा उससे सरकारी कर्मचारी का संबंध क्या है ? If not in own name, state in whose name held & his/her relationship to Govt. Servant.	सम्पत्ति कैसे अर्जित की गई ? क्या खरीदी गई, पट्टे पर ली गई, बंधक, उत्तराधिकार, उपहार अथवा किसी अन्य स्रोत से ली गई ? How acquired ? Whether by purchase, lease, mortgage, inheritance, gift or otherwise with date of acquisition and name with details of persons from whom acquired.	सम्पत्ति से वार्षिक आय Annual Income from the property.	अभ्युक्तियाँ Remarks
1.	2.	3.	4.	5.	6.	7.

जो खंड लागू नहीं है, उसे काट दिया जाए । Inapplicable clause be struck out.

*जहां मूल्य का सटीक आकलन संभव नहीं है वहां वर्तमान स्थिति के संदर्भ में अनुमानित मूल्य उल्लिखित किया जाए ।

In case where it is not possible to assess the value accurately the approximately value in relation to present conditions may be indicated.

** अल्पकालीक पट्टे पर ली गई भी शामिल है । Includes short term lease also.

टिप्पणी : घोषणा पत्र भरना तथा इसे केंद्रीय सिविल सेवा (आचरण) नियमावली, 1964 के नियम 18(1) के अधीन सेवा में प्रथम नियुक्ति पर श्रेणी-1 तथा श्रेणी- II (वर्ग(अ) एवं वर्ग (ब))के प्रत्येक सदस्य द्वारा प्रस्तुत करना आवश्यक है और इसके पश्चात इसे प्रत्येक वर्ष के अंतराल पर भरा जाए जिसमें उसके परिवार के किसी सदस्य के नाम पर अथवा अन्य किसी व्यक्ति के नाम पर अर्जित, उत्तराधिकार में प्राप्त, पट्टे पर ली गई अथवा बंधक संपूर्ण अचल संपत्ति का विवरण दिया गया हो ।

Note : The declaration form is required to be filled and submitted by every member of Class-I and class-II service under Rule 18(1) of the Central Civil Services (Conduct) Rules 1964 on the first appointment to the service and thereafter at the interval of every year giving particulars of all immovable property owned, acquired or inherited by him or held by him on lease or mortgage either in his own name or in the name of any members of his family or in the name of any other person.

हस्ताक्षर/Signature

दिनांक/Date

extra sheet

अधिकारी का नाम :

Name of the officer:

जिला, सब डिवीजन, तालुक और गाँव का नाम जहाँ सम्पत्ति है Name of District, Sub Division, Taluk and Village in which the property is situated.	संपत्ति, आवासीय भूमि और अन्य भवनो आदि का नाम व ब्यौरा Name and details of property, Housing lands & other, buildings	वर्तमान मूल्य Present Value	यदि संपत्ति अपने स्वयं के नाम पर नहीं है तो बताएं कि किसके नाम से है तथा उससे सरकारी कर्मचारी का संबंध क्या है ? If not in own name, state in whose name held & his/her relationship to Govt. Servant.	सम्पत्ति कैसे अर्जित की गई ? क्या खरीदी गई, पट्टे पर ली गई, बंधक, उत्तराधिकार, उपहार अथवा किसी अन्य स्रोत से ली गई । तारीख जिसको अधिकार में ली गई तथा उस व्यक्ति का नाम जिससे ली गई । How acquired ? Whether by purchase, lease, mortgage, inheritance, gift or otherwise with date of acquisition and name with details of persons from whom acquired.	सम्पत्ति से वार्षिक आय Annual Income from the property.	अभ्युक्तितायाँ Remarks
1.	2.	3.	4.	5.	6.	7.

हस्ताक्षर/Signature
दिनांक/Date