



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान
NATIONAL INSTITUTE OF OPEN SCHOOLING

आईएसओ 9001 : 2008 प्रमाणित/ISO 9001 : 2008 Certified

(स्कूल शिक्षा और साक्षरता विभाग, मा.सं.वि.मं., भारत सरकार के अंतर्गत एक स्वायत्त संस्था)

(An Autonomous Institution Under Deptt. of School Education and Literacy, M.H.R.D., Govt. of India)

F.41-35/2011/NIOS/Pers.

20 April 2018

CIRCULAR-10/2018

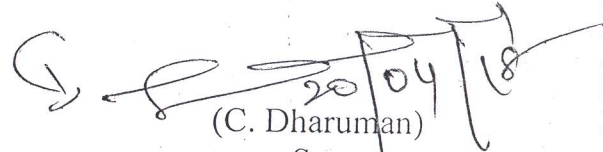
Subject: Submission of Immovable Property Return for the calendar years 2016 and 2017.

All Group "A" "B" and "C" officers / officials of NIOS are required to submit Annual Immovable Property Return for each calendar year separately in the prescribed proforma in terms of Rule 18 of CCS (Conduct) Rules, 1964. It has been observed that good number of officers / officials have not furnished their IPR for the calendar years 2016 and 2017. Annual Immovable Property Return for the year 2016 and 2017 should have been furnished by 31st January 2017 and 31st January 2018 respectively. But till date these officers / officials (as per enclosed list) have not been able to furnish their Immovable Property Return. It has been viewed very seriously.

A list of officers / officials who have not submitted the Annual Property Returns are enclosed. All concerned are advised to submit their Annual Property Return for each calendar year separately in the prescribed proforma within 10 days of issue of this Circular.

While furnishing the IPRs it may be ensured that usage of phrases such as "same as previous year" or "no change" are avoided and full particulars of the property inherited / owned / acquired or held are furnished in terms of Rule referred to above.

Hindi version of the Circular follows.


(C. Dharuman)
Secretary

Enclosed : As above.

Copy to :

1. AD (CMO) for kind information of the Chairman, NIOS
2. All concerned officers / officials
3. SA/P with request to upload it on NIOS website
4. Raj Bhasha unit for translation in Hindi.
5. Circular file
6. Notice Board

NATIONAL INSTITUTE OF OPEN SCHOOLING
PROFORMA FOR ANNUAL IMMOVABLE PROPERTY RETURN AS ON 31ST DECEMBER, 20

Name of Officer/Official _____

Designation _____

Name of District, Sub Division, Taluk, Village in which Property is situated	Name & details of Property/Housing/lands & other Buildings	Present value*	If not, in own name, state in whose name held & his/her relationship to the Govt. servant	When & How acquired whether by purchase, lease**, mortgage, inheritance, gift, or otherwise with date of acquisition & name with details of person(s) from whom acquired	Annual income from the property	Remarks

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

** Includes short-term lease also.

Place.....

Date.....

Mobile No.....

Email.....

Signature.....

Note :

- (i) The declaration form is required to be filled in and submitted by all employees of the NIOS on the 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 name or in the name of any members of his family or in the name of any other person.
- (ii) Transactions in immovable property as members of Hindu undivided family should also be included in the returns.
- (iii) Transactions in immovable property made out of the funds (including streedhan, gifts, inheritance, etc.) of the dependents of the Officer, irrespective of the persons in whose name the transaction is made, should be reported along with the annual property return in a separate form.