



परिपत्र अनुक्रमांक / Circular Serial No. **35/**

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**वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्**

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**COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH**

Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

संख्या

No.

प्रेषक

From

15-6(82)/98-ओ एंड एम -II

स्पीड पोस्ट/दस्ती

30 अप्रैल, 2007

मुख्य सतर्कता अधिकारी  
Chief Vigilance Officer

To

सीएसआईआर के सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों के निदेश/प्रधान  
The Directors/Heads of all National Labs./Instts. of CSIR

**Subject: Report and Returns on Movable, Immovable and Valuable property.**

महोदय,

मैं आपकी सूचना, मार्गदर्शन एवं आवश्यक कार्यवाही हेतु उपरोक्त विषय पर भारत सरकार, कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय (कार्मिक और प्रशिक्षण विभाग) द्वारा दिनांक 6 मार्च, 2007 को भेजे कार्यालय विज्ञापन सं. 28034/6/2007-स्था. (अ) को अग्रेषित कर रहा हूँ। कृपया इसकी प्रति सभी सम्बन्धित अधिकारियों को प्रदान की जाए।

I am to forward herewith a copy of the Office Memorandum No. 28034/6/2007-Estt (A) of the Govt. of India, Ministry of Personnel, Public Grievances and Pensions (Deptt. of Personnel and Training) dated 6<sup>th</sup> March, 2007 on the subject cited above for your information, guidance and necessary action, with a request that the copies of the same may kindly be provided to all concerned.

भवदीय,

(आर. एस. अंतिल)

मुख्य सतर्कता अधिकारी

संलग्न : यथोपरि

प्रतिलिपि :

1. सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों के वरिष्ठ प्रशा. नियंत्रक / प्रशा. नियंत्रक/प्रशा. अधिकारी
2. उप सचिव (के. का.)
3. उप सचिव (सीएसआईआर कॉम्प्लैक्स)
4. श्री ए. वाहिद, वैज्ञानिक, सूचना प्रौ. प्रभाग, सीएसआईआर वेबसाइट पर प्रसारित करने हेतु
5. कार्यालय प्रति



No. 28034/6/2007-Estt (A)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)  
North Block, New Delhi

Dated the 6<sup>th</sup> March, 2007

**OFFICE MEMORANDUM**

Subject: Report and Returns on Movable, Immovable and Valuable property.

The undersigned is directed to say that under the provisions of Rule-18(1)(i) of CCS (Conduct) Rules 1964, every Government servant is required on his first appointment to any service or post, to submit a return of his assets and liabilities in the five forms prescribed in the Schedule to this Rule. Under clause-(ii) of Rule-18(1) *ibid*, every Government servant belonging to any service or holding any post included in Group A and B is also required to submit an Annual Return of Immovable Property in the form prescribed.

2. The purpose of the above provisions is to ensure that the immovable/movable properties acquired by the Government servant after joining the Government service are within the means of his income known to the Government and that the acquisition of properties after his/her joining the Government service is not only after the due intimation/permission as required under the Conduct Rules, but also that the information of such acquisition is held and properly monitored by the respective office.

3. It has been observed that the Annual Immovable Property Returns submitted by the employees are neither verified nor kept track of to know whether the properties acquired are disproportionate to known sources of income and whether the Return reflects the true nature of the items as held in the records of the respective office. Ministries/Departments are accordingly requested to impress on all cadre controlling authorities to take prompt action in ensuring that Conduct Rules are strictly followed in receiving and procuring of property returns and action as appropriate under the relevant rules is taken promptly for punishing those found violating the Conduct Rules or holding assets disproportionate to their known sources of income.

1-DSIR  
2-DS(CPS)  
3-DS(CO) / W/LA  
16/3

  
(C.A. Subramanian)  
Director(E-II)

To  
All Ministries/Departments of the Government of India.

P.T.O. ----- 2/3

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Copy to:

1. Comptroller and Auditor General of India, New Delhi.
2. Lok Sabha Secretariat/Rajya Sabha Secretariat/Ministry of Parliamentary Affairs.
3. Union Public Service Commission, New Delhi.
4. President's Secretariat/Vice-President's Secretariat/Prime Minister's Office.
5. Election Commission of India, New Delhi.
6. Central Vigilance Commission, New Delhi.
7. Staff Selection Commission, New Delhi.
8. Central Bureau of Investigation, New Delhi.
9. Chief Secretaries of all State Governments/Union Territory Administrations.
10. All Attached and Subordinate Offices of the Ministry of Personnel, Public Grievances and Pensions and Ministry of Home Affairs.
11. All Officers and Sections in the Ministry of Personnel, Public Grievances and Pensions and Ministry of Home Affairs.  
(200 spare copies).