



सं/ No. 5-1(462)/2017-PD

दिनांक/Date: 21.08.2017

प्रेषक/From

संयुक्त सचिव (प्रशासन)

Joint Secretary (Admn.)

सेवा में/To :

The Directors/Heads of all
CSIR National Labs./Instts./Hqrs.
/Complex/Centres/Units.

विषय/Sub: Instructions on timely submission of Annual Property Return-reg.

महोदय/Sir/महोदया/Madam,

I am directed to inform that in many requests for Vigilance Clearances, received in the Vigilance Division, the Annual Property Return (APR) are not submitted timely by the concerned officials. The employees are very casual in timely submission of APR and due attention is not paid on it. Cases have come for Vigilance Clearances in which very Senior Officers are not submitting the APRs within the stipulated time.

The failure in timely submission of APR. may result in denial of Vigilance Clearance in future.

It is requested that the above instructions may kindly be brought to the notice of all concerned for information, guidance and compliance.

Yours faithfully,

(Manuel Thomas)
Sr. Deputy Secretary

प्रतिलिपि/Copy to:

23 AUG 2017

1. ✓ Head, IT Division with the request to make this circular letter available on the website & Policy Repository.
2. कार्यालय प्रति/Office copy