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प्रेषक

From

मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

REMINDER

To

✓ The Directors/ Heads of all National Laboratories / Institutes of CSIR

Subject: - Submission of annual property returns for the year ending 2024 by Group 'A' & 'B' officers under Rule 18(1)(ii) of the CCS (Conduct) Rules, 1964 – furnishing of Certificate – Reg.

Sir / Madam,

Please refer our letter of even number dt. 4th December-2024 (copy attached) vide which the Labs/Institutes have been instructed to complete and obtain the properly filled Annual Property Return(APR) Statements for the year ending 2024 of Group "A" & "B" officers latest by 31.01.25. The copies of the APR Statements for the Year ending 2024 of Director and the Sr.COA/CoA/AO of the Labs/Institutes duly self attested by the officials to be forwarded to this office by 15.02.25 and must also send the certificate of the receipt of all APR statements to this office by 15.02.25.

Therefore, the copies of the APR statement for the 2024 of Director and the Sr. CoA/ CoA/ AO. the Lab/ Instts duly self-attested by the officials to be forwarded to this office by 15.02.2024 after proper scrutiny and must also send the certificate of the receipt of all other Gr 'A' and Gr 'B' officers' APR statements to this Office by 15.02.2025.

Accordingly, all CSIR labs/ Instts should take cognizance of the above directions for strict compliance.

Yours faithfully,

(Dr. PK Dutta)
Chief Vigilance Officer

Copy to :

1. O/o DG, CSIR, New Delhi
2. O/o JS (Administration), CSIR, New Delhi
3. Deputy Secretary (Central Office), CSIR Headquarters, New Delhi
4. Deputy Secretary, CSIR Complex, Pusa, New Delhi .(through mail)
5. Controller of Administration, Human Resource Development Centre, Ghaziabad .(through mail)
6. Sr. CoAs/ CoAs/ AOs of all the National Labs/ Instts of CSIR (through mail)
7. Head, IT , CSIR (through mail) - To make this circular available on the website of CSIR.
8. Office copy