

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (SERVICES-I BRANCH)
DELHI SECRETARIAT, 5TH LEVEL, 'B' WING
I.P. ESTATE, NEW DELHI- 110002
<http://services.delhigovt.nic.in>

C/Misc/17/IPR-DANICS/2020/S-I/116-117

Dated: 13/01/2025

To,

**All Addl. Chief Secretaries/ Pr. Secretaries/
Secretaries/Special Secretaries/ HODs/
Local/Autonomous Bodies,
Government of NCT of Delhi,
New Delhi/Delhi.**

Sub: Submission of IPR for the year 2024 under CCS (Conduct) Rules, 1964 in respect of Adhoc DANICS officers.

Sir/Madam,

I am directed to invite attention to Rule 18(1)(ii) of CCS (Conduct) Rules, 1964 which provides that "every Government servant belonging to any service or holding any post included in Group 'A' and Group 'B' shall submit an Annual Property Return in such form as may be prescribed by the Govt. in this regard, giving full particulars regarding the immovable property inherited by him or owned or acquired by him or held by him on lease or mortgage, either in his own name or in the name of the any member of his family or in the name of any other person".

It is, therefore, requested to direct the concerned Ad-hoc DANICS officers to submit the Statement of Immovable Property Return for the year ending 2024 to this office, giving complete details in every column of the prescribed proforma (copy enclosed) **by 31st January, 2025 positively.**

Yours faithfully,


(BHAIRAB DUTT)

DEPUTY SECRETARY (SERVICES)

Encls: As above.

C/Misc/17/IPR-DANICS/2020/S-I/116-117

Dated: 13/01/2025

✓ Copy to Section officer (Co-ordination Branch), Services Department, Govt. of NCT of Delhi with the request to upload this letter on website of Services Department.


(BHAIRAB DUTT)

DEPUTY SECRETARY (SERVICES)

STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR ENDING 2024 (AS ON 01.01.2025)

1. Name of Officer (in full): _____

3. Cadre & Batch: _____

2. Service to which the Officer belongs: **GNCTDSS**

4. Present Pay: _____

Name of districts, sub- Division, Taluk and village or City in which property is situated (full location & postal address)	Name & details of Property, Housing, Lands and other Buildings	Cost of construction/Acquirement (and year when purchased) including of land in case of house	Present Value*	If not in own name, state in whose name held & his/her relationship to the Govt. Servant	How acquired whether by purchase, lease**, mortgage, inheritance, gift or of otherwise with date of acquisition & name with details of person(s) from whom acquired.	Annual income from property	Remarks
1	2	3	4	5	6	7	8

Signature: _____ Name : _____ Designation: _____ Date: _____

Note: Please read the notes overleaf before filling up the form.

NOTES 1) * In case where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated.

2) ** Includes short term leases also.

3) The declaration form is required to be filled in and submitted by every member of Class I and Class II services under relevant provisions of Conduct Rules and 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 member of his family or in the name of any other person dependent on Government Servant. 4) The wording 'No Change or No Addition or As in previous year' may be avoided and all details filled up.