



DELHI JAL BOARD:GOVT. OF NCT OF DELHI
OFFICE OF THE ASSISTANT COMMISSIONER (CR)
VARUNALAYA, PHASE-II, KAROL BAGH, NEW DELHI-110005
PHONE No. 011- 23510241

"STOP CORONA"
WASH YOUR HAND, WEAR
MASK & MAINTAIN
SOCIAL DISTANCING

No.F1 (1)/AC (CR)/APR/2021- 574

Dated:-03/01/2022

CIRCULAR

Subject: Submission of Annual Property Return for the year ending 2021.

1. In accordance with the provisions of rule 18 of CCS(Conduct) Rules 1964, every Government servant belonging to any service or holding any post included in Group 'A' and Group 'B' shall submit his/her Annual Property Return for Calendar year in the month of January of following year on the prescribed Performa giving full particulars regarding immovable property inherited by him/her or owned or acquired by him/her or held by him/her on lease or mortgage either in his/her own name or in the name of any member of his/her family or in the name of any other person.
2. No employee shall, except with the previous knowledge of the prescribed authority, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise either in his/her own name or in the name of any member of his/her family.
3. Where a Government servant enters into a transaction in respect of movable property either in his/her own name or in the name of the member of his/her family, he/she shall with-in one month of the date of such transaction, report the same to the prescribed authority, if the value of such property exceeds two months, basic pay of the Govt. servant.
4. Provided that the previous sanction of the prescribed authority shall be obtained by the Govt. servant if any such transaction is with a person having official dealings with him/her.
5. It has been further noticed that if there is no change in the immovable property statement, the remark as entry like 'No Change' or 'same as last year' has served the purpose in the past. But, it has been generally seen that it sometimes becomes difficult to link the previous references for a number of reasons including transfer. Therefore, it has been decided that henceforth along with every APR reflecting therein 'No Change' or 'Same as last year' submitted by an officer, a statement of complete details of the immovable property owned or acquired by him or held by him on lease or mortgage either in his own name or in the name of any member of his/her family as on that date, should also be enclosed/mentioned. If the officer has no immovable property in his/her name or in the name of any dependent of his/her family he should declare it as 'NIL' immovable property.

P.T.O....

EE FDP

[Signature]
31.12.2021

Addl. Chief Engineer (Project)-I
EDP Cell, Delhi Jal Board, GNCTD
Dy. No. 65 dt. 06-01-2022

