

DEPARTMENT OF SOCIAL WELFARE  
GOVT. OF NCT OF DELHI  
GLNS COMPLEX, DELHI GATE, NEW DELHI-02  
(ADMINISTRATION-I BRANCH)

No.F.10(490)/2021/Admn.-I/DSW/Estt./ 33-103


Dated:

01 APR 2022

CIRCULAR

All Group-A and Group-B Officers (cadre/ex-cadre) of this Department is hereby requested to submit Annual Property Return for the year ending 2021 giving full/complete details regarding the immovable property inherited, owned, acquired, held on lease or mortgage either in his/her own name or in the name of any family member or in the name of any other person under CCS (Conduct) Rules, 1964 in the prescribed proforma immediately to the undersigned for onwards submission to the concerned Cadre Controlling Authority for further necessary action.

Encl: As above.

  
Dy. Director (Admn.-I)

No.F.10(490)/2021/Admn.-I/DSW/Estt./ 33-103

Dated:

01 APR 2022

Copy to:

- 1 PPS to Pr. Secretary(SW), GLNS Complex, Delhi Gate, New Delhi-110002.
- 2 PA to Spl. Secretary cum Director(SW), GLNS Complex, Delhi Gate, New Delhi-110002.
- 3 PA to Jt. Director(SW), GLNS Complex, Delhi Gate, New Delhi-110002.
- 4 All DDs/DSWOs/Supdts.(cadre/ex cadre)/Incharge of their concerned Institutions/Homes/Districts/Branches of this department.
- 5 DD(Planning), Department of Social Welfare, GNCT of Delhi, GLNS Complex, Delhi Gate, New Delhi-110002.
- 6 DCA(SW), Department of Social Welfare, GLNS Complex, Delhi Gate, New Delhi-110002.
- ✓ Sr. System Analyst, Department of Social Welfare, with the request to upload the circular alongwith format on the website of the department.
- 8 Guard file.

  
Dy. Director (Admn.-I)

  
07/04/22



  
06/CC  
6/4/22

**STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR ENDING 2021**

1. Name of Officer (in full) ..... and Service to which the officer belongs. ....		2. Present post held.....								
3. Date of Birth .....		4. Present Pay: .....								
1.	Name of districts, sub- Division, Taluk and village in which property is situated		Name and details of Property		@Present Value	If not in own name, state in whose name held and his/her relationship to the members of the Service	How acquired whether by purchase, lease, mortgage, inheritance, gift or of otherwise with date of acquisition and name with details of person/ persons from whom acquired.	Annual income from property	Remarks	
	1.	2.	1. Housing and other buildings	2. Land s	3.	4.	5.	6.	7.	8.

Signature .....

Date .....

**In-applicable clause to be struck out.**

In cases where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated. Include short term lease also.

**Note**— The declaration form is required to be filled in and submitted by every member of the Class-I and II (Group 'A' and 'B') Services under rule 18(1) of the CCS (Conduct) Rules, 1964, on 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 or in the name of any member of his family or in the name of any other person.