

URGENT
TIME BOUND

Government of National Capital Territory of Delhi
Office of the Labour Commissioner
5, Sham Nath Marg, Delhi-110054.

No.F.1473/Misc/LC/Estt/09/ 4717

Dated: 06/02/17

OFFICE MEMORANDUM

Subject : Submission of APR for the year 2016 under CCS(Conduct Rules, 1964

Enclosed please find a copy of letter no.F.Misc/360/2009/SI/Pt./115 & 147 dated 11& 12.01.2017 alongwith proforma.

Attention is invited 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 Return in such form as may be prescribed by the Govt. in this regard, giving full particulars regarding 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".

All DANICS and Grade-1 Officer appointed on adhoc and emergent basis to the post of carrying higher responsibilities similar to the entry grade of DANICS are accordingly required to submit Statement of Annual Property Return for the year ending 2016 to Services Department routed through Vigilance Branch of this department, giving complete details in every column of the prescribed proforma(copy enclosed) immediately.



(NITA SHARMA)

DY. LABOUR COMMISSIONER
ADMN./HEAD OF OFFICE

To

All Group-A and Group-B Officers
Labour Department, GNCT of Delhi

No.F.1473/Misc/LC/Estt/09/

Dated:

Copy to the following for information and necessary action:

1. Sr. System Analyst, EDP Cell, Labour Deptt.- with the request to upload the said Office Memorandum on the web-site of this Deptt.



DY. LABOUR COMMISSIONER
ADMN./HEAD OF OFFICE

STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR ENDING

1. Name of Officer (in full)
 and Service to which the officer belongs.....
 2. Present post Held.....
 3. Date of Birth
 4. Present Pay.....

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 otherwise with date of acquisition and name with details of person/ persons from whom acquired.	Annual Income from property.	Remarks
	1. Housing and other buildings	2. Lands					
1.	2.	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.