

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT  
GOVT. OF NCT OF DELHI  
SEWA KUTIR COMPLEX, KINGSWAY CAMP  
NEW DELHI-110009

F.No.9(288)/Admn/WCD/Group-A/APR/Misc/2019/ 23278-80

Dated :

15 JAN 2020

**ORDER**

**Sub : Regarding - Submission of Statement of Immovable Property Return for the year ending-2019.**

In pursuance to the Services Department, GNCTD letter No. F.C/Misc/282/2011/S-I/65 dated 06.01.2020, 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 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.”

Therefore, all the concerned officers belonging to the posts i.e. Adhoc-DANICS/Deputy Directors, Senior Superintendents, IFA/Controller of Accounts, Deputy Controller of Accounts, Accounts Officer, Assistant Accounts Officers, Grade-I(DASS)/Section Officers, Superintendents/CDPOs, Statistical Officers and Data Processing Assistant(s) (erstwhile Assistant Programmer) working in the Department of Women & Child Development, GNCTD are hereby requested to submit their Statement of Immovable Property Return for the year ending-2019 to this office, giving complete details in every column of the prescribed proforma (copy enclosed) latest by 31<sup>st</sup> January, 2020, positively.

Enclosure : As above (Proforma).

  
(Anita Bharal)  
Deputy Director (Admn)

To,

All concerned officers as mentioned above.  
(through R & I Branch, WCD)

15 JAN 2020

F.No.9(288)/Admn/WCD/Group-A/APR/Misc/2019/ 23278-80

Dated :

Copy to :-

1. Dy. Secretary (Services-I), Services Department, Govt. of NCT of Delhi, 7<sup>th</sup> Level, B-Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002.
2. PA to Director, Department of Women & Child Development, Govt. of NCT of Delhi.
3. Data Processing Assistant/Concerned Dealing Assistant, Computer Cell, Department of Women & Child Development, Govt. of NCT of Delhi, for uploading the order on website of the Department.

  
(Anita Bharal)  
Deputy Director (Admn)

**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, 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. 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.