

Immediate
Date Bound

No.-5/2/2011-4SIV
Government of Haryana
Chief Secretary's Office
Department of Personnel

To

IAS Officers of Haryana Cadre
(List Enclosed)

Dated, Chandigarh the 30th September 2024

Subject:- Regarding Annual IPR declaration of certain AIS Officers being in violation to the Standard proforma.


Sir/Madam,

Kindly refer on the subject noted above.

2. Department of Personnel & Training Department vide DO No. 6(1)/2014-EO(PR) dated 22.12.2016 had introduced online filing of IPR in respect of IAS Officers w.e.f. 1st January 2017 through the Module designed for the purpose. Through this Module, the officer can submit the IPR either electronically or upload scanned copy of the manually filled-in IPR. It has come to the notice that Immovable Property Returns are not being filed by some IAS officers in Standard Proforma prescribed by Department of Personnel & Training Department, Government of India.
3. Therefore, you are requested to file your IPRs strictly in prescribed proforma provided by Department of Personnel & Training Department (proforma enclosed) which will be due in the month of January, 2025 for the year 2024 (as on 01.01.2025) and in future.

This is for information and strict compliance.

Yours' faithfully,


Superintendent, Services-IV



STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR ____ AS ON __/__/____

1. **Name of Officer (in full):** _____

3. **Cadre & Batch:** _____

2. **Service to which the Officer belongs:** **Indian Administrative Service**

4. **Present Pay:** _____

Name of District, Sub-Division, Taluk & 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 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.
- 5) AIS Officers are requested to fill the form in duplicate.