

Immediate
Date Bound

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

To

All IAS Officers of Haryana Cadre.

Dated, Chandigarh the 29th December, 2025

Subject:- Declaration of Immovable Property Return by public servants in terms of Rule 16(2) AIS (Conduct) Rules, 1968.

Sir/Madam,

I am directed to invite your attention towards the Department of Personnel Training's D. O. Letter No. 6(2)/2025-EO (PR) dated 23.12.2025 received from Establishment Officer & Additional Secretary Ministry of Personnel Public Grievances & Pensions Department of Personnel Training Government of India New Delhi on the subject noted above.

2. It is intimated that online module for filling the IPR on the SPARROW Portal for the year 2025 as on 01.01.2026 will remain open from 01st January 2026 to 31st January, 2026 and will auto close on 31st January, 2026.

3. In compliance of above letter, you are requested to submit your IPR either electronically or by uploading scanned copy of the manually filled-in IPR and to complete the process by e-signing before closure of the web portal i.e. 31st January, 2026. Further, there is no need to send hard copy of IPR to State Government or to Department of Personnel & Training Department.

4. This is for information and strict compliance.

5. This issue with the approval of Competent Authority.

Yours' faithfully


29/12/25
Superintendent, Services-IV
Srk

मनीषा सक्सेना, भा.प्र.से.
Manisha Saxena, IAS
स्थापना अधिकारी एवं अपर सचिव
Establishment Officer &
Additional Secretary



भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
Government Of India
Department of Personnel & Training
Ministry of Personnel, Public
Grievances and Pensions

Dear Ma'am / Sir,

DO No. 6(2)/2025-EO(PR)
Dated, the 23rd December, 2025

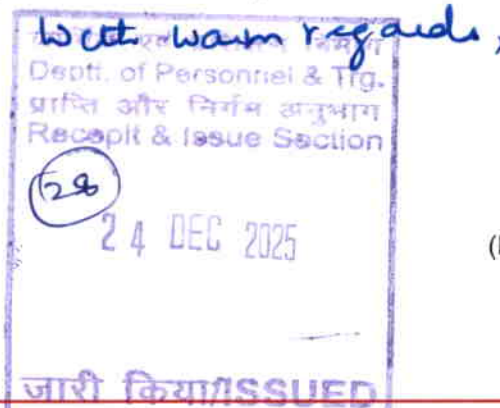
As you are aware, in terms of Rule 16(2) of AIS (Conduct) Rules, 1968 and the instructions issued vide OM's dated 16.02.1960 and 04.01.1994 under this Rule, every member of the Indian Administrative Service (IAS) is required to submit annual Immovable Property Return (IPR) by 31st January of the next year. Failure on part of the members of the Service to comply with the requirements of the aforesaid provisions constitutes good and sufficient reason for, inter-alia, institution of disciplinary proceedings against them vide this Department's OM No.104/33/2005-AVD-I dated 29.10.2007 and 07.09.2011. Further, vide notification dated 30.12.2021, Rule 3(1) of IAS (Pay) Rules, 2016 has been amended to make timely filing of IPR mandatory for being considered for appointment to the next level of pay matrix.

This Department had introduced online filing of IPR in respect of IAS officers w.e.f. 1st January, 2017 through the SPARROW Module. It is indeed a matter of immense satisfaction that the officers are submitting their IPR either electronically or uploading scanned copy of the manually filled-in IPR, over the years.

This online Module will close automatically after the prescribed timeline i.e. 31st January, 2026 in respect of the calendar year 2025. The officers need not send a hard copy either to their Cadre or to DoPT. Further, it has been noticed in some cases that the officers fill their details online on the IPR SPARROW Portal but inadvertently overlook eSigning the same. Therefore, the IAS Officers may be suitably sensitized to complete the process by eSigning the IPR. Further, the SPARROW accounts of new IAS recruits/inductees may be timely activated so that they can file their IPRs online.

In view of aforesaid background, I shall be grateful if you would issue necessary instructions to all IAS officers working in your Government and its departments, to ensure that they submit their IPRs for the year 2025 (as on 01.01.2026) online in the IPR Module, within the prescribed timeline i.e. from 1st January, 2026 to 31st January, 2026.

Chief Secretaries of the States
(As per standard list)



Yours Sincerely,

(Manisha Saxena)
23.12.2025