

INDRAPRASTHA POWER GENERATION COMPANY LIMITED

&

PRAGATI POWER CORPORATION LIMITED

(DISCIPLINARY CELL, TEL.No.011-23241372)

1st FLOOR, HR BUILDING, RPH OFFICE COMPLEX, NEW DELHI-110002

IT Department

Inward / Dispatch

Diary No.: 128

Date: 26/12/17

No.F.3/1/DM(HR)DC/2017/1330

dated 26.12.17

CIRCULAR

Attention of all officers /officials of category 'A', 'B', 'C' & 'D' post in the INDRAPRASTHA POWER GENERATION COMPNAY LIMITED/PRAGATI POWER CORPORATION LIMITED is invited to the provisions of Rule 18 (1)(ii) of the CCS(Conduct) Rules, 1964 which are applicable to IPGCL, according to which all the officials/employees holding posts in category A, B, C & D shall submit an **Annual Property Return** in the prescribed Performa giving full particulars regarding the immovable property inherited by them or owned or acquired by them or held by them on lease or mortgage either in their own name or in the name of any members of their family or in the name of any other person.

Attention of all officials of IPGCL/PPCL is also drawn to the provisions of Rule 18(4) of the CCS (Conduct) Rules, 1964, according to which, the prescribed authority may, at any time, by general or specific order, require a Govt. Servant to furnish within period specified in order, a full and complete statement of such movable or immovable property held or acquired by them or on their behalf or by any member of their family as may be specified in the order. Such statement shall, if so required by the Govt. or by the prescribed authority include the details of the means by which, or the source from which, property was acquired.

All officials working in category 'A', 'B', 'C' & 'D' posts in IPGCL/PPCL are hereby called upon to submit their Annual Property Return giving full details as on 31 December, 2017 latest by 31 January, 2018 positively, failing which such employees may render themselves liable for departmental action under the provision of relevant Conduct Rules. It is also informed that in view of the DoPT's guidelines issued vide OM dated 07/09/2011; the Vigilance Clearance shall be denied to an officer if he fails to submit his Annual Immovable Property Return of the previous year latest by 31st January of the following year.

All the Sectional Heads/Departmental heads are requested to bring contents of this Circular to the notice of all concerned.

The Property Returns of category 'A', 'B', 'C' & 'D' employees shall be submitted in the office of Sr. Manager(HR)DC, RPH, New Delhi-110002, with the acknowledgement from the Disciplinary Cell.

A specimen copy of the Performa to be filled in by the officials/ employees is appended overleaf for the purposes. Copies of this Performa may be given to the concerned officers /officials to do the needful. In case of any difficulty, office of Sr. Manager (HR)DC, RPH may be contacted.

M. Shukla
20-12-17

(M.SHUKLA)

General Manager (HR)

Copy to:

1. Sr.PS to MD, IPGCL/PPCL
2. Sr. PS to Dir(HR)/Dir(Fin.)/Dir.(T)/CVO
3. All EDs/GMs/Company Secy.
4. All Departmental/Sectional Heads
5. All Notice Boards
6. Sr.Manager(IT): with the request to upload the Circular along with format on the website of the Company.

INDRAPRASTHA POWER GENERATION CO. LTD.

Statement of Immovable Property as on _____

Ending Year _____

S. No.	Description	Precise location (Name of Dist., Divn/ Taluk & Vill. in which the property is situated and also its distinctive number, etc.)	Area of land (in case of land and buildings)	Nature of land (in case of landed property)	Extent of interest	If not in own name, state in whose name held and his/her relationship, if any, to the Govt. servant	Date of acquisition
1.	2.	3.	4.	5.	6.	7.	8.
	How acquired (whether by purchase, mortgage, lease, inheritance, gift or otherwise) and name of person/persons from whom acquired (address & connection of the Govt. servant, if any, with the person/persons concerned)	Value of the property	Source of finance	Particulars of sanction prescribed authority, if any	Total Annual income of the property	Remarks	
	9.	10.	11.	12.	13.	14.	

Dated:- _____

Signature _____, Name (in Block letters) _____
 Father's Name _____, E.No. _____
 Ph.No. _____, Designation _____