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No.F.31/Sr. Manager (HR)-DC/2020 | 264

Dated:- 04/01/2021

## CIRCULAR

Attention of all officers/ employees of category 'A', 'B', 'C' & 'D' posts in the INDRAPRASTHA POWER GENERATION COMPANY LTD. / PRAGATI POWER CORPORATION LTD. is invited to the provisions of Rule 18(1) (ii) & 18(4) of the CCS(Conduct) Rules, 1964, which are applicable to IPGCL/PPCL, according to which all the officers/employees holding posts in category 'A', 'B', 'C' & 'D' shall submit an Annual 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 officers/employees 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 a 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 officers/employees 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<sup>st</sup> December 2020 latest by 31<sup>st</sup> January, 2021** positively, failing which such employees may render themselves liable for departmental action under the provisions of relevant conduct Rules. It is also informed that in view of the DoPTs guidelines issued vide OM dated 27.09.2011, non-submission of APR-2020 as on 31.12.2020 latest by 31.01.2021 would invite denial of Vigilance clearance to the officer/ employees.

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

All the Officers/employees of IPGCL-PPCL of category 'A', 'B', 'C' & 'D' are informed that only diarized Annual Property Return shall be accepted in the office of Sr. Manager (HR DC, Rajghat Power House Office Complex, 1<sup>st</sup> Floor, HR Building, New Delhi-110002 with the proper acknowledgment of Disciplinary cell. **Non-diarized** Annual Property Return shall not be considered by Disciplinary Cell for Vigilance and DC clearance for any reason.

A specimen copy of the Performa to be filled by the officers/employees is appended overleaf.

(J.K. JAIN)  
Director (HR)

Copy to:-

1. ES to MD, IPGCL/PPCL.
2. Sr. PS to CVO/ Dir (HR)/Dir (T)/Dir(Fin)-IPGCL/PPCL
3. Sr. PS to ED (T) /ED (Vigilance)
4. Sr. PS/PS to all GMs/Company Secy./AGMs
5. Sr. Mgr(T) : with the request to upload circular along with format on the website of the organization for circulation.
6. All Notice Boards.

for upload on  
website  
4/1/2021  
S. Khose

**INDRAPRASTHA POWER GENERATION CO. LTD.**  
**&**  
**PRAGATI POWER CORPORATION LTD.**

Statement of Immovable Property as on \_\_\_\_\_ Ending Year \_\_\_\_\_

S. No.	Description	Precise location (Name of Distt., 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 with details 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 of 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 \_\_\_\_\_

Designation \_\_\_\_\_

E.No. \_\_\_\_\_

Deptt. \_\_\_\_\_

Mob.No. \_\_\_\_\_