

भारत सरकार/Government of India
कारपोरेट कार्य मंत्रालय/Ministry of Corporate Affairs

5th Floor, A-Wing, Shastri Bhavan,
Dr. Rajendra Prasad Road, New Delhi
Dated 26.11.2020

OFFICE MEMORANDUM

Subject: Filing of Immovable/Movable Property Return by officers/officials.

The undersigned is directed to refer to Vigilance Section O.M. of even No. dated 08.01.2020 (Copy enclosed) advising for filing of Immovable Property Return (IPR) for the year 2019 by 31.01.2020 and to forward a copy of CVC's Office Order No. 17/11/2020 dated 23.11.2020 is enclosed.

2. Those officers/officials, who have not yet filed IPR for the period ending 31.12.2019, is advised to file it latest by 31.11.2020, without fail, otherwise disciplinary action may be initiated against them without future notice.

Encl. As above.



(Ashok Kumar Vijay)

Under Secretary to the Government of India

To,

1. All Officers & Staff, MCA (Headquarter).
2. All Officers & Staff, O/o DGC&A, O/o RDs, O/o ROCs/ O/o OLs, MCA.
3. All Officers & Staff, O/o CCI/ IBBI/ NFRA/ SFIO/ IICA/ IEPF/ ICLS Academy, MCA.
4. All Officers & Staff, O/o Cost Audit Branch/ R&A, MCA.

Copy to:

- (i) US (Ad.III) in respect of NCLT & NCLAT
- (ii) E-governance Cell - upload the above OM on MCA's website.
- (iii) PPS to JS & CVO, MCA.

Telegraphic Address :
"SATARKTA: New Delhi

E-Mail Address
cenvigil@nic.in

Website
www.cvc.nic.in

EPABX
011-24600200

फैक्स / Fax :
011-24651186



केन्द्रीय सतर्कता आयोग
CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023
Satarkta Bhawan, G.P.O. Complex,
Block A, INA, New Delhi-110023

सं./No..... 020/VGL/023/466958

दिनांक / Dated..... 23.11.2020

Office Order No. 17/11/2020

Subject: Filing of Immovable/Movable Property Return by officers/officials

Timely filing of property return by the officials of Ministries/ Departments/ Organisations is one of the mandatory requirement under Conduct Rules. Property returns are also a good tool for CVOs to detect the source of funding of the assets of the officials and to find out whether these have been acquired through legal means. Non-filing of property returns constitutes good and sufficient reasons for instituting disciplinary action against the delinquent officials.

2. While examining the reports submitted by some of the CVOs, the Commission has observed that in most of the organisations, many of the officers/officials are yet to file their Annual Immovable/Movable Property Return (IPR/MPR) for the previous year i.e. 2019. In most organisations, the last date for filing of return is 31st January. Almost nine months have since lapsed and the organisations are yet to secure 100% compliance in this regard.

3. The Commission has expressed its deep concern at such a prolonged delay in filing of IPR/MPR by the officers/officials of organisations and has directed to complete the exercise latest by 30th November, 2020 to achieve 100% compliance. Those officers/officials who do not file their IPR/MPR by 30.11.2020, appropriate disciplinary action may be initiated against them.

4. All CVOs/Administrative authorities should ensure strict compliance to the above instructions under intimation to the Commission.

(M. A. Khan)

Officer on Special Duty

To:

1. All Secretaries of Ministries / Departments of GoI /CMDs/Chief Executives/ Heads of CPSEs / PSBs / PSICs / FIs / Autonomous Organisations, etc.

2. All Chief Vigilance Officers of Ministries / Departments /CPSEs /PSBs /PSICs /FIs / Autonomous Organisations, etc.

5th Floor, 'A' Wing, Shastri Bhawan
Dr. R.P. Road, New Delhi – 110001
Dated the 08.01.2020

OFFICE MEMORANDUM

Sub: Submission of Immovable Property Return (IPR) for the year 2019 by 31.01.2020 –reg.

In terms of Rule 18(1)(ii) of the CCS (Conduct) Rules, 1964, Government Servants are required to submit annual Immovable Property Return (IPR) giving full particulars of their immovable property, inherited or held on lease or mortgage, either in their own name or in the name of any member of their family or in the name of any other person. **The failure on the part of the Government Servant to comply with requirements of the aforesaid provisions constitutes good and sufficient reason for institution of disciplinary proceedings, among other things.** The guidelines for submission of IPR are as under:

- (i) All Central Secretariat Service (CSS)/ Central Secretariat Stenographer Service (CSSS)/ Central Secretariat Clerical Service (CSCS) Cadre officers will file IPR through the Web Based Cadre Management System, which is hosted at 'cscms.nic.in'.
 - (ii) All officers of Central Staffing Scheme, presently posted in the Ministry or Authorities/Organisations/ Tribunals etc. under it, will file IPR through IPR module in SPARROW portal of their parent cadre.
 - (iii) All ICLS and Group 'B' officers /staff (STAs, JTAs, and Stenographers etc.) in the cadres of this Ministry will submit IPR through IPR module in the SPARROW portal.
 - (iv) All those officers who do not have the facility of online filing of IPR, will submit it physically to the Vigilance Section, through their controlling Authority, within the prescribed timeline.
 - (v) **The IPR for the year 2019 (as on 31.12.2019) is to be filed latest by 31.01.2020. The IPR submitted after 31.01.2020 will not be accepted.**
2. A printout of online IPR, duly signed by the concerned official, will be submitted to Vigilance Section of this Ministry within the stipulated timeline.
 3. **As per instructions contained in DoPT OM No. 11012/11/2007-Estt. Dated 27.09.2011 non-submission of IPR, latest by 31.01.2020 would attract denial of vigilance clearance for empanelment, deputation, applying to sensitive posts, training (except mandatory training) etc.**

P.T.O.

4. This may be treated as 'URGENT' and circulated to concerned officials.

Ajay

(Ashok Kumar Vijay)

Under Secretary to the Govt. of India

Tele No. 23386222

To,

1. Chairperson, CCI, 8-10 Floor, Office Block 1, Kidwai Nagar (East), New Delhi.
2. Chairperson, IBBI, 7th Floor, Mayur Bhavan, Shankar Market, Connaught Place Circle, New Delhi.
3. Chairperson, NFRA, 7th Floor, Hindustan Times Building, Kasturba Gandhi Marg, New Delhi.
4. Secretary, NCLTs/Registrar, NCLAT, New Delhi.
5. DGCoA, Kota House, New Delhi.
6. Director, SFIO, CGO Complex, New Delhi.
7. Director General, IICA, Manesar.
8. General Manager, IEPF Authority, Ground Floor, Jeevan Vihar Building, Parliament Street, New Delhi.
9. Director, ICLS Academy, IICA Campus, Manesar
10. All Regional Directors, MCA.
11. All Registrars of Companies / All Official Liquidators.
12. Advisor, Cost Audit Branch, B-1 wing, 2nd Floor, Paryavaran Bhawan, CGO Complex, New Delhi.
13. Economic Advisor, R&A, 8th Floor, A wing, Lok Nayak Bhawan, New Delhi.
14. DDG, Statistics Division, Jeevan Vihar Building, Sansad Marg, New Delhi.

Copy to all Officers / Sections in M/o Corporate Affairs (HQ) for kind information and necessary compliance.

Copy also to:

DD (e-Governance), with a request to upload this circular on the website of this Ministry under "Employees Corner".