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वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्
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COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
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संख्या
No. 15-1(154)/2019-Vig

Speed post
Date 05/04/2019

प्रेषक
From
मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

To
The Directors/ Heads of the CSIR National Instt/Labs/Centres,

Sub.: Regarding submission of Annual Property Return 2018 in new format

Sir/Madam,

While scrutinizing the Annual Property Return (APR) Statement for the year ending 2018 submitted by the CSIR Officials, it is observed that many officials have submitted the APR in a format which consist of only 7 columns, whereas, the proforma prescribed under the Rule 18 of CCS (Conduct) Rules 1964 has 13 columns. Thus, the information as required under the rules are not complete.

It is also observed that the proforma has not been filled up properly and the same is being accepted by the Administration, without getting the relevant information such as date of acquisition of the property, extent of interest in the property, details of location & nature of the property, etc. This is not only improper but highly objectionable. Further, this will cause delay and also affect on according Vigilance Clearance to the concerned officials.

It is, therefore, requested to kindly obtain the APR for December ending 2018 afresh in the prescribed format (enclosed) with full particulars/ details. The re-submission of the APR should not be construed as extension of time for submission of APR. The date of submission shall remain the same, when the officer has actually submitted his APR earlier. It is directed that the APR in revised format alongwith copy of already submitted APR be sent within 20 days of receipt of this letter. It is reiterated that failure will be viewed seriously and may adversely affect giving of Vigilance Clearance.

In this regard, it is also decided that an individual wise folder be maintained containing APR as well as copies of intimation and sanction issued thereof under Rule 18(2) & (3) of CCS(Conduct) Rules 1964.

Yours Faithfully,

100

(Lt. Col. Rana Vikram Singh)
Chief Vigilance Officer

✓ Pn upload on CEERE Web.
02
(Enclosure: as above)

So (ET) - For necessary immediate
action as per above pl.
SP-S 012
08/04/19

- Copy to :
1. Deputy Secretary (CO), CSIR HQ, New Delhi
 2. Deputy Secretary, CSIR Cx, Pusa, New Delhi
 3. Head, HRDC, Ghaziabad

Division, CSIR - To make this circular available on the CSIR website

**प्रपत्र
FORM**

दिसंबर को समाप्त होने वाले वर्ष हेतु अचल संपत्ति का विवरण
STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR ENDING DECEMBER

अधिकारी का नाम
Name of Officer

वर्तमान धारित पद
Present Post held

वर्तमान वेतन
Present Pay

सीएसआईआर में कार्यभार ग्रहण करने की तारीख
Date of Joining CSIR

| क्रम सं. S. No. | संपत्ति का विवरण Description of Property | निश्चित स्थान (जिला, मंडल, तालुक और गांव का नाम जिसमें संपत्ति स्थित है और संपत्ति का विशिष्ट नंबर आदि) Precise location (Name of District, Division, Taluk and Village in which the property is situated and also its distinctive number, etc.) | निश्चित स्थान (जिला, मंडल, तालुक और गांव का नाम जिसमें संपत्ति स्थित है और संपत्ति का विशिष्ट नंबर आदि) Area of land (in case lands & buildings) | भू-संपत्ति के मामले में भूमि का स्वरूप Nature of land in case of landed property | ब्याज की सीमा Extent of interest | यदि संपत्ति अपने नाम से नहीं है तो बताएं कि किसके नाम से है तथा उससे सरकारी कर्मचारी का संबंध, यदि कोई है ? If not in own name, state in whose name held & his/her relationship, if any to the Govt. Servant | अधिग्रहण की तारीख Date of acquisition | संपत्ति कैसे अर्जित की है ? (क्या खरीदी गई, पट्टे पर ली गई, बंधक, उत्तराधिकार, उपहार अथवा किसी अन्य स्रोत से ली गई) तथा उस व्यक्ति का नाम जिससे अर्जित की गई (संबंधित व्यक्ति/ व्यक्तियों का पता एवं सरकारी कर्मचारी से संबंध, यदि कोई हो) कृपया नीचे नोट-1 देखें । How acquired ? (Whether by purchase, lease, mortgage, inheritance, gift or otherwise) and name of persons from whom acquired (address and connection of the Government servant, if any, with the person/persons concerned) Please see Note 1 below | Value of the Property संपत्ति का मूल्य | | निर्धारित प्राधिकारी, यदि कोई हो, की स्वीकृति का विवरण Particulars of sanction of prescribed authority, if any | संपत्ति से कुल वार्षिक आय Total Annual income from the property | टिप्पणियां Remarks | |
|--------------------|---|---|---|---|-------------------------------------|---|--|---|--|--------------------------------|---|--|-----------------------|----|
| | | | | | | | | | खरीद मूल्य (कृपया नीचे नोट-2 देखें) Purchase Value (see Note 2 below) | वर्तमान मूल्य Present Value | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | | 10a | 10b | 11 | 12 | 13 |
| | | | | | | | | | | | | | | |

तारीख/Date

हस्ताक्षर/Signature

नोट 1 - कॉलम 9 हेतु, 'पट्टे पर ली गई' शब्द से अभिप्राय अचल संपत्ति को वर्ष दर वर्ष अथवा एक वर्ष से अधिक किसी अवधि हेतु पट्टे पर लेने अथवा वार्षिक किराये पर रिजर्व रखने से होगा । तथापि, जहां अचल संपत्ति किसी ऐसे व्यक्ति से पट्टे पर प्राप्त की गई जिससे सरकारी कर्मचारी का आधिकारिक तौर पर संबंध है, ऐसे पट्टे को चाहे पट्टे की अवधि कम हो अथवा ज्यादा, किराए के भुगतान की आवश्यकता के बावजूद कॉलम में दर्शाया जाए ।

Note 1 - For purpose of Column 9, the term lease would mean a lease of immovable property from year to year or for any term exceeding one year or reserving a yearly rent. Where, however, the lease of immovable property is obtained from a person having official dealings with the Government servant, such a lease should be shown in this column irrespective of the term of the lease, whether it is short term or long term, and the periodicity of the payment of rent.

नोट 2 - कॉलम 10 में निम्नांकित दर्शाएं -

- जहां संपत्ति खरीद, बंधक अथवा पट्टे पर अर्जित की गई हो, तो ऐसे अधिग्रहण हेतु अदा किया गया मूल्य अथवा प्रीमियम ;
- जहां यह पट्टे पर अधिग्रहित की गई हो, तो इसका कुल वार्षिक किराया भी ; तथा
- जहां अधिग्रहण उत्तराधिकार, उपहार अथवा अदला बदली द्वारा किया गया हो, तो ऐसी अधिग्रहित संपत्ति का अनुमानित मूल्य

Note 2 - In Column 10 should be shown -

- Where the property has been acquired by purchase, mortgage or lease, the price or premium paid for such acquisition ;
- Where it has been acquired by lease, the total annual rent thereof also ; and
- Where the acquisition is by inheritance, gift or exchange, the approximate value of the property so acquired.