

# OFFICE OF THE REGISTRAR:: TEZPUR UNIVERSITY

NAPAAM-784028

## NOTIFICATION

Dated: 05.01.2018

This is for information of all teaching and non teaching employees of the University that as per provision of GoI notification on CCS (Conduct) Rules, 1964 and directives of the Ministry of Personnel, Public Grievances & Pensions, Establishment Division, vide letter no F.No.11013/3/3/2014- Esstt (A) dated 16.01.2015, all employees belonging to group 'A' and group 'B' of Tezpur University are required to submit an annual return regarding the immovable property inherited/owned/acquired/held on lease or mortgage either in their own name or in the name of any family member. **As per OM No. F. 26/01/2017-CS.I(PR/CMS) Dated 21.12.2017, issued by DOPT, GoI, all employees are also informed that non-submission of IPR within the stipulated date, would invite the denial of vigilance clearance for nomination, empanelment, deputation and applying to any post(s) and assignment to training programme (except mandatory training) as the IPR status needs to be checked for the said purpose (s).**

Hence, all employees are to submit Annual Immoveable Property Return as on **31.12.2017** in the format attached herewith latest by **30.01.2018** to the Section Officer (E-III) for onward transmission to the DOPT.

This may be treated as '**MOST URGENT**'.

sd/-  
Hridoy Saikia  
(Joint Registrar, GA)

Memo No. F. 06-49/I(E)/1056

Date 05.01.2018

Copy to:

1. All Heads of Teaching/Administrative Departments/Sections, with a request to circulate it among the concerned faculty members/employees
2. The Secretary to the VC, Tezpur University, for kind information of the VC
3. The Web Master, TU, with a request to upload the notification in TU website
4. The Vigilance Officer, TU

# STATEMENT OF IMMOVABLE PROPERTY

FOR THE YEAR: 2017 AS ON : 31.12.2017

**NAME OF THE EMPLOYEE (in full) :**

**PRESENT PAY :**

**GRADE PAY:**

**EMPLOYEE CODE :**

**PRESENT POST HELD :**

**DEPARTMENT/CELL :**

Name of District, Sub-Division, Taluk and Village in which property is situated	Details of Property- Housing, Other Buildings and Lands	Present Value	If not in own name state in whose name and his/her relationship to the Govt. Servant	How acquired? Whether by purchase*lease ,mortgage, inheritance, gift or otherwise, with date of acquisition and name with details of persons from whom acquired	Annual Income from the property	Remarks
1	2	3	4	5	6	7

**Signature with Date.....**

- \* Inapplicable clause be struck out.
- \* In case where it is not possible to assess the value accurately the approximate value in relation to present condition may be indicated.
- \* \*Lease includes short-term lease also.
- \* The wording No Change or No addition or As previous year may be avoided and all details filled up.
- \* The declaration form is required to be filled in and submitted by every employee under Rule 15(3) of the Central Civil Services (Conduct) Rules 1955(now Rule 18(1) of the CCS (Conduct )Rules,1964), on the first appointment to the service and thereafter at the interval of every year , , giving particulars of immovable property owned, ,acquired or inherited by him/her on lease or mortgage, either in his/her own name of any members of his her family or in the name of any other person.