

**DELHI PHARMACEUTICAL SCIENCE AND RESEARCH
UNIVERSITY**

(Established under Act 07 of 2008, Govt. of NCT of Delhi)
Sect-III, Pushp Vihar, M.B. Road, New Delhi-110017

F.No.10/122/2016/DPSRU / 455-258

Dated: 14/11/2019

OFFICE ORDER

It is brought to the notice of all the concerned that in terms of rule 18 (1)(ii) of CCS conduct rules and DoPT OM no. 11013/7/2014-Estt. A-III dated 29.10.2015 every regular teaching and non-teaching staff member holding Group 'A', 'B' & 'C' post is required to submit annual property return to the university giving full particulars of his/her immovable property inherited by him/her or held by his/her family or in the name of any other person. Full details of Immoveable Property Return (IPR) are to be given and expressions like "No Change or same as last year" will not be accepted. If an official does not own any property he/she should state so in the return rather leaving it blank and it should be duly signed by the official concerned with date.

Also as per extant instructions on the subject, **non-submission of IPR within the stipulated date, would invite denial of vigilance clearance** for empanelment, deputation and applying to sensitive posts and assignment to training programme as the IPR status needs to be checked for the said purposes.


Therefore, all the regular teaching and non-teaching staff belonging to group 'A', 'B' & 'C' are required to submit the immovable property return form (which can be downloaded from the University website) for the year ending on 31.03.2019 to Admin Branch on or before 31.01.2019 positively.

This issues with the approval of competent authority


(DR. Raman Dang)
Registrar, DPSRU

Copy forwarded for information and necessary action to:

1. PS to VC.
2. PA to Registrar.
3. All H.O.Ds to bring this to the notice of all Faculties/Officers/Officials of their Dept.
4. IT in-charge – with the direction to upload the Office order and IPR proforma on website


(DR. Raman Dang)
Registrar, DPSRU

ANNUAL IMMOVABLE PROPERTY RETURN

Statement of immovable property for the year

1. Name of Officer (in full) and service to which the officer belongs
2. Present Post held
3. Present Pay

Name of District, Sub-Division, Taluk and village in which property is situated	Name and details of property	Lands	Housing and other buildings	*Present Value	If not in own name state in whose name held and his/her relationship to the Government Servant	How acquired whether by purchases, lease**, mortgage inheritance, gift, or otherwise, with date of acquisition and name with details of person/ persons from whom acquired	Annual income from the property	Remarks

Signature.....

Date.....

Inapplicable clause to be struck out.

- In case where it is not possible to assess the value accurately the approximate value in relation to present conditions may be indicated.
- Includes short-term lease also.
- The wording 'No Change or No addition opr as in previous year' may be avoided and all details filled up.

Note- The declaration form is required to be filled in and submitted by every member of Class I and Class II (Group 'A' and Group 'B') services 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 twelve months, giving particulars of all immovable property owned, acquired or inherited by him or held by him on lease or mortgage, either in his own name or in the name of any members of his family or in the name of any other person.