

**No.19011/05/2016-AVU**  
**Government of India**  
**Ministry of Environment, Forests and Climate Change**  
**Vigilance Division**

Room No. A-402, Agni Wing , Level-IV,  
Indira Paryavaran Bhawan,  
Jorbagh Road, Aliganj, New Delhi-03

Dated 28<sup>th</sup> December, 2016

**To The Principal Secretary,  
Forests and Environment Department,  
All the State Governments and  
Union Territories Admns.**

**The Principal Chief Conservator of Forests,  
Department of Forests,  
All the State Government and  
Union Territories Admns.**

**Sub: Submission of Annual Immovable Property Returns (AIPR) for the year  
2016 (as on 01.01.2017) by Indian Forest Service (IFS)- Officers reg.**

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Sir,

In accordance with the provisions of Rule 16 of the All India Services (Conduct) Rules, 1968 Members of All India Services are required to submit an Annual Immovable Property Returns (AIPRs) in prescribed performa.

2. This Ministry has developed software to facilitate the Indian Forest Services (IFS) officers to file their Annual Immovable Property Returns (AIPR) online. Accordingly, every IFS officer is required to submit his/her AIPRs online at [ifs.nic.in](http://ifs.nic.in) → **Immovable Property Return** → **login, (User ID/Password)**. **In case of any help they may contact NIC cell in the Ministry, (Shri R. K. Pathak, Director, 011-24695407)** **Offline AIPR will not be accepted now onwards.**

3. While furnishing the AIPR it may be ensured that usage of phrases such as "same as previous year" or "no change" are avoided and full particulars of the immovable property inherited/owned/acquired or held are furnished.

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4. The online AIPR is required to be submitted in respect of every calendar year by 31<sup>st</sup> January. As such, the online AIPR for the year 2016 (as on 01.01.2017) is to be submitted by 31<sup>st</sup> January, 2017. In this regard, *Special reference is invited to DoPT's O.M. No 104/33/2005-AVD.I dated 7.9.2011 wherein it is clearly mentioned that "Vigilance clearance shall be denied to an officer if he fails to submit his annual immovable property return of the previous year latest by 31<sup>st</sup> January of the following year, as required under Government of India decisions under Rule 16 of the All India Services (Conduct) Rule, 1968.*

5. It is, therefore, requested to bring this to the notice of all the Indian Forest Service officers borne on your State/UT cadre, for compliance.

Yours faithfully

  
(Ashok Kumar)

Under Secretary to the Govt. of India

Tele. No. 011-24695311

Encl. as said above.

Copy to the Inspector General (Forest) and in-charge of IFS Division (Dr. Rekha Pai), M/o Environment, Forest & Climate Change, Indira Paryavaran Bhavan, Jor Bagh Road, Aliganj, New Delhi-3, with the request to address letters to the Principal Secretaries/Secretaries of Forest & Environment Department of all State Govts. & UT Administrations on similar lines. A copy of the letter thus addressed by the IFS Division may please be endorsed to the Vigilance Division for information and record

**Statement of Annual Immovable Property Return for the year 2016 (as on 1.1.2017)**

Service \_\_\_\_\_

Name of officer (in full):- \_\_\_\_\_ Designation \_\_\_\_\_ Ministry/Department \_\_\_\_\_

Date of Birth:- \_\_\_\_\_ Present Pay: Basic \_\_\_\_\_ Grade Pay \_\_\_\_\_

Name of district Sub-Division, Taluk and Village in which property is situated	Name and details of property - housing, lands and other buildings	Cost of construction/ acquirement including land in case of house and year when purchased.	*Present Value	If not in own/name state in whose name held and his/her relationship to the government 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	8

Signature .....

Date.....

Telephone/Intercom.....

**NOTES:**

- 1) \*In case where it is not possible to assess the value accurately the approximate value in relation to present conditions may be indicated.
- 2) \*\* Includes short-term lease also.
- 3) The declaration from is required to be filled in and submitted by every member of 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 CSS (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 dependent on Government Servant.
- 4) The wording "no change" or "as in the previous year" should be avoided and full details provided.