



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY  
SECTOR-16 C, DWARKA, NEW DELHI-110078

No.F.1(6)(9)/201/Pers.-II/ 9017

Dated the 19<sup>th</sup> March, 2019

CIRCULAR (Revised)

**Subject : Mandatory Annual Property Return.**

This is with reference to UGC circular No.10-1/2012 (Admn.I/A&B) dated 07<sup>th</sup> December, 2018 and in continuation to our earlier circular of even number dated 18.06.2018, 27.07.2018 vide which all employees (Teaching & Non Teaching) of the University were informed that it is mandatory for each to submit the Annual Property Return "as on 13 December every year" on the enclosed performa for "Statement of Immovable Property", which is mandatory to be filled by 31<sup>st</sup> January every year under the CCS (Conduct) Rules, 1964, in terms of Rule 18(4) CCS(Conduct) Rules.

In this context, it has been observed that information from most of the employees is still awaited. Therefore, it is requested that aforesaid information may be provided on **Priority Basis.**

This issues with the approval of the Competent Authority.

(Sunita Shiva)  
Joint Registrar (Pers.)

No.F.1(6)(9)/2016/Pers.-II/

Dated the 19<sup>th</sup> March, 2019

Copy forwarded to the following for kind information and necessary action :

1. All Deans, GGS Indraprastha University.
2. Controller of Finance, GGS Indraprastha University.
3. Controller of Examinations, GGS Indraprastha University.
4. All Directors, GGS Indraprastha University.
5. Librarian (In-charge), GGS Indraprastha University.
6. Proctor, GGS Indraprastha University.
7. Chief Warden, GGS Indraprastha University.
8. Executive Engineer, GGS Indraprastha University.
9. All Branch In-charge/ Joint Registrars/Dy. Registrars/ Assistant Registrars/ PRO/ Finance Officers/ Medical Officer, GGS Indraprastha University.
10. Asstt. Registrar, Vice Chancellor's Secretariat, GGS Indraprastha University.
11. Section Officer, O/o the Pro Vice Chancellor, GGS Indraprastha University
12. P.S. to the Registrar for kind information of the Registrar, GGS Indraprastha University.
13. Server Room Incharge for uploading the Circular on the University's website.
14. Notice Board.
15. Guard file.

(Ajay Kumar)  
Asstt. Registrar (Pers.-II)