



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
"A State University established by the Govt. Of NCT of Delhi"
SECTOR-16 C, DWARKA, NEW DELHI-110078



No.F.1(6)(9)/2016/Estt.-NT/ 6020

Dated the 04 October, 2024

ORDER

Subject : Mandatory Annual Property Return.

Attention of all the employees of the University is invited to University's Circular of even number dated 08.06.20218, 27.07.2018 & 19.03.2019 on the subject noted above, whereby every employee (Non-teaching/ Teaching) of the University was mandated upon to submit the Annual Property Return for the Immovable Property by 31st January every year.

Despite the categorical direction, it has been gathered that instructions relating to filing of APR (Annual Property Return) are not being adhered to scrupulously by most of the employees of the University, which has been viewed seriously by the Competent Authority.

Before any further action is contemplated against the erring/ defaulting employees, it is, hereby, once again reiterated to all the employees (Teaching/ Non-Teaching) of the University to submit 'Annual Property Return' giving full details of his/ her immovable property inherited by him/her or held by him/ her on lease or mortgage either in his/ her own name or in the name of any member of his/ her family or in the name of any other person, on the prescribed form, in terms of CCS (Conduct) Rules, 1964 and under Section 44 of the Lokpal and Lokayuktas Act 2013 latest by 31st January of following year. The APR for the year 2024 should be submitted by 31 October, 2024 positively.

The employee, who failed to submit the APR by the prescribed timeline, would be denied vigilance clearance for all purposes, besides to initiate further action, as may be deemed appropriate.

This issues with the approval of the Competent Authority.


(BHUPINDER SINGH)
DEPUTY REGISTRAR, ESTT.(NT)

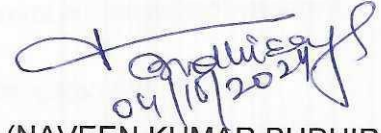
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Copy forwarded to the following for information & necessary action :

1. OSD to the Vice Chancellor, GGS Indraprastha University.
2. All Deans/Director/HODs, GGS Indraprastha University.
3. Controller of Finance, GGS Indraprastha University.
4. Controller of Examinations, GGS Indraprastha University.
5. Supt. Engg., Chief Warden, Proctor, Library-Incharge (UIRC) & all Dy. Registrars/
Branch Heads/ Branch Incharge GGS Indraprastha University.
6. Assistant Registrar, Vice Chancellor's Secretariat, GGS Indraprastha University.
7. Asstt. Registrar, O/o the Registrar, GGS Indraprastha University.
8. Head (UITs Cell) for uploading the Order on the University's website.
9. Notice Board.
10. Guard file.



(NAVEEN KUMAR BUDHIRAJA)
ASSISTANT REGISTRAR, ESTT.(NT)

STATEMENT OF THE IMMOVABLE PROPERTY FOR THE YEAR ENDING _____.

1. Name of Officer (in full) : _____
2. Service to which the officer belongs : _____
3. Date of birth : _____
4. Present post held : _____
5. Present pay : Rs. _____
6. Name of the office : _____

Name of the District, Sub-Division, Taluka and Village in which property is situated	Name and details of property	* Present Value	If not in own name state in whose name held and his/her relationship to the Govt. Servant	Has acquired whether by purchase, Lease** mortgage, inheritance, gift, or otherwise with date of acquisition and name with details of person/persons from whom acquired.	Annual income from property
1	2	4	5	6	7

* In case where it is not possible to assess the value accurately the approximate value in relation to present condition may be indicated
 ** Includes short term lease also.

Signature : _____
 Name : _____
 Date : _____

Note: (i) Non applicable clause to be struck out.
 (ii) The wording 'No Change or No addition apr in previous year' may be avoided and all details filled up.