

F. No. 11013/3/2014-Estt.(A)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
Establishment Division

North Block, New Delhi – 110001  
Dated February 17, 2015

OFFICE MEMORANDUM

**Subject:** Central Civil Services (Conduct) Rules, 1964 and The Lokpal and Lokayuktas Act, 2013 – Submission of declaration of assets and liabilities by the public servants for each year – regarding

The undersigned is directed to refer to this Department' OM of even no. dated 16.01.2015 clarifying the provisions relating to submission of declaration of assets and liabilities by the public servants. As per this clarification, all Government Servants have been advised that:


- (i) The annual Immovable Property Return (IPR), as on 31.12.2014, under the existing CCS(Conduct) Rules, 1964 is required to be filed on or before 31.01.2015;
- (ii) The first return under the Lokpal and Lokayuktas Act, 2013 (as on 01.08.2014) should be filed on or before 30.04.2015; and
- (iii) The next annual return under the Lokpal and Lokayuktas Act, 2013, for the year ending 31.03.2015, should be filed on or before 31.07.2015.

2. The Secretaries of all Ministries/ Departments have also been requested that all concerned may be suitably advised to file the IPRs and the return under the Lokpal Act as per the dates indicated above. A compliance report in respect of the IPRs filed by Group 'A' Officers of the Central Civil Services, as on 31.01.2015, has also been requested by 30.04.2015. It has also been requested that similar action may be taken by the authorities controlling services not covered by the Central Civil Services (Conduct) Rules, 1964.

3. In this regard it has been directed that all preparatory steps for the purpose of filing returns under the Lokpal and Lokayuktas Act, 2013, be put in place. An online system for filling the annual declarations of assets and liabilities by the public servants, as in PRISM (Property Related Information System) for IAS officers developed by NIC, may be adopted.

4. The Cadre Controlling Authorities are accordingly requested to please take immediate steps for putting in place all preparatory steps.

5. Hindi version will follow.

  
(Mamta Kundra)  
Joint Secretary (Establishment)  
Tele: 2309 4276

To  
The Secretary  
All Ministries/ Departments

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NIC for uploading the same under Om & orders → CCS (Conduct) Rules.