

STATEMENT OF IMMOVABLE PROPERTY RETURN

ON FIRST APPOINTMENT/FOR THE YEAR ENDING 31/12/20.....AS ON 01.01.20.....

Name of the officer (in full) _____ Date of Birth _____

Service to which the officer belongs _____

Batch/Year of allotment _____

Present post held _____ Present salary _____

1	2	3	4	5	6	7	8
Name of Distt., Sub-Division, Taluk and Village or city in which property is situated (full location & postal address)	Name and details of Property – Housing lands and other buildings	Cost of construction/ Acquirement (and year when purchased) including land in case of house	Present* Value	If not in own name, state in whose name held and his/her relation to the Govt. Servant	How acquired whether by purchase, lease** mortgage, inheritance, gift or otherwise with date of acquisition & name with details of person(s) from whom acquired	Annual income from the property	Remarks

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Signature_____

Name & Designation_____

Ministry/Mission_____

Section_____

Date_____

Please read the following notes before filling up the form

* In case where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicted.

** Includes short term leases also.

The declaration form is required to be submitted by all Indian Foreign Service Officers/Officials under relevant provisions of the Conduct Rules and 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 her/him or held by her/him on lease or mortgage, either in her/his own name or in the name of any member of her/his family or in the name of any other person dependent on the Government Servant.

The wording ‘No Change or No Addition or As in previous Year’ may be avoided and all details filled up.

All Officers/Officials are requested to fill the form in duplicate.

STATEMENT OF MOVABLE PROPERTY RETURN

ON FIRST APPOINTMENT/FOR THE YEAR ENDING 31/12/20.....AS ON 01.01.20..... or as and when acquired

Name of the officer (in full) _____ Date of Birth _____

Service to which the officer belongs _____

Batch/Year of allotment _____

Present post held _____ Present salary _____

1	2	3	4	5	8
Sr. No.	Description of itmes	Price or value at the time of acquisition and/or the total payments made up to the date of return as the case may be in case of articles purchased on hire purchase or instalment basis.	If not in own name, name and address of the person in whose name and his/her relationship with the Government Servant	How acquired with approximate date of acquisition If not in own name, state in whose name held and his/her relation to the Govt. Servant	Remarks

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Signature_____

Name & Designation_____

Ministry/Mission_____

Section_____

Date_____



Annexure-C

**FORM FOR GIVING INTIMATION UNDER RULE 18(4) FOR TRANSACTION
IN SHARES, SECURITIES, DEBENTURES AND OTHER FINANCIAL
INSTRUMENTS.**

1. Name & Designation :
2. Scale of pay and present pay :
3. Details of each transaction :
made in shares, securities,etc. :
 - (a) Name of the company :
 - (b) Policy No. & date of policy :
 - (c) Name of the policy holder :
 - (d) Sum insured/invested :
 - (e) Date of maturity :
 - (f) Amount of monthly/annual premium :
4. Particulars of the party, firm :
with whom transaction is made-
 - (a) Is party related to the applicant :
 - (b) Did the applicant have any dealings :
with the party in his official capacity :
at any time or is the applicant likely
to have any dealings with him in the
near future?
 - (c) In case answer for (b) is Yes, whether :
prior approval of the Ministry has been
obtained
5. Source or sources from which finances- :
 - (a) Personal savings
 - (b) Other sources giving details.
6. Any other relevant fact which applicant :
may like to mentioned

DECLARATION

I hereby declare that the particulars given above are true.

Signature
Designation

Station:
Date: