

IMPORTANT CIRCULAR NO.01



रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी-781171
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
UDAYAN VIHAR, NARANGI, GUWAHATI: 781171.
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2641142.



No.AN/I/720/IPR /Vol- XIX

Dated: 08 January, 2016.

To

**All IDAS Officers (By name)
Under MO CDA Guwahati (Including proforma strength)**

Subject: **Submission of Immovable Property Return by Group 'A' Officers for the year 2015 (as on 01st January 2016) placing on the public domain.**

The Immovable Property Return for the year 2015 showing position as on 01/01/2016 may please be submitted in duplicate in the enclosed Proforma latest by **22nd of January 2016** for onward transmission to the HQrs office, New Delhi so as to reach there by 31st January 2016 . It may please be ensured that the IPR is complete in all respect. The full details of the property may be clearly mentioned inter-alia citing the reasons of any change in IPR caused during the year. The word '**No Change**' or '**Same**' should not be used as directed earlier by HQrs. Office.

Please acknowledge receipt.

Encl: As above.


(K. LALBIAKCHHUNGA)
Assistant Controller(AN)

Copy To:

Officer-In- Charge
EDP Centre
M.O. CDA Guwahati

: For uploading in the website of CDA Guwahati website please.


(H. B. DUTTA)
SR. ACCOUNTS OFFICER (AN)

STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 2015 AS ON 1ST JANUARY, 2016

Name of the officer (in full) :
Present Post held :

Present Pay PB - Rs.

Grade Pay-

Name of District, Sub-division Taluk and Village in which Property is situated	Name and details of property, Housing lands & others, buildings	* Present Value	If not in own name state in whose name held and his / her relationship to the Govt. 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

Inapplicable clause be struck out.

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

** Includes short term lease also

Note: The declaration form is required to be filled and submitted by every member of Class – I and Class – II service under Rule 18(1) of the Central Civil Services (Conduct) Rules 1964 on the first appointment to the service and thereafter at the interval of every year 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.

Place :

Date :

(SIGNATURE OF THE OFFICER)