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**OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS (ARMY)**  
**MEERUT CANTT**

**IMPORTANT CIRCULAR**

No. AN/I/1087/IPR

Dated: 03/01/2018

To,

**All IDAS Officers in Main Office.**  
**All Sections in Main Office.**  
**All Sub Offices under this Organization.**

**Subject:-FURNISHING OF ANNUAL, IMMOVABLE PROPERTY RETURN (IPR) FOR THE YEAR 2017 (POSITION AS ON 01.01.2018) BY ALL GAZETTED (Group A&B) OFFICERS UNDR RULE 18 (I) (II) OF CCS (CONDUCT) RULES 1964.**

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As per provisions contained in Rule 18(I) (II) of CCS (Conduct) Rules 1964, all Gazetted Officers (Group 'A' & 'B') are required to submit their immovable property returns regularly. In view of the above, the immovable property owned/acquired/rented by the officer or held by the officers on lease or mortgage either in the name of the officer or in the name of any other person or member of the family as stands on 01/01/2018 may be forwarded to this office in the prescribed proforma (proforma enclosed) duly filled in confidential cover so as to reach this office not later by 15/01/2018.

2. Further, it has been observed in the previous instances that officers, while furnishing their IPR, write "No Change", "Same as last year", etc., which do not provide basis for scrutiny and further linking. It is, therefore, requested that full particulars may please be shown in the relevant columns provided for the purpose in the proforma and ensure timely submission thereof.

3. In case where there is variation in the value of the property with that shown in the IPRs for the last year, the reasons for the same may please be indicated therein. In case of increase in the value due to fluctuation in the market rates and not due to any addition/alteration, the number and date of order of the competent

authority under which sanction for the same was accorded may be indicated therein and copy of such sanction be forwarded along with the IPR.

4. It is requested that **proforma may be filled in duplicate** and submitted so as to **reach this office not later by 15/01/2018** for scrutiny and onward submission of IPRs in respect of IDAS and SAOs/AOs/AAOs to the HQrs office. In case report is not forwarded to this office by the due date, a serious view will be taken as the date of receipt of IPR is also to be reflected in APARs.

**Please accord top priority.**

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**Dy. CDA(Admin)**

**Copy to:**

1. The CGDA  
Ulan Batar Road, Palam,  
Delhi Cantt.-110010

For information w.r.to HQrs Office letter no.  
AN/I/1479/5/IPR dt.27/12/2017.

2. The OA Cell

For uploading on the website of CDA (A) Meerut.

  
**SAO (AN)**

