

CIRCULAR

Ministry of Human Resource Development, Department of Higher Education, Vigilance Section, New Delhi has issued direction vide its D.O. No. C-19011/7/2017-Vig. dated 9th January, 2020 (copy attached) to ensure submission of Immovable Property Return by all faculty members and Group 'A' and 'B' officers/employees every year by 31st January of the following year.

As such, all faculty members and Group 'A' and 'B' officers/employees of the University are hereby directed to submit Immovable Property Return (proforma attached) every year by 31st January. They are also directed to submit Immovable Property Return of this year by 31st January, 2020 to Administration Section.

It is further directed that vigilance clearance shall be denied to a faculty/ Group 'A' and 'B' officer/employee if he fails to submit his/her annual immovable property return of the previous year by 31st January of the following year as per guidelines issued by DOPT vide its Office Memorandum No. 11012/11/2007-Estt.A dated 27th September, 2011, as required under GOI decisions under Rule 18 of the Central Civil Services (Conduct) Rules, 1964.

By Order
Vice Chancellor


**H.N.B. GARHWAL UNIVERSITY, SRINAGAR (GARHWAL) UTTARAKHAND
(A Central University)**

Ref. No.: HNBGU/RO/2020/ 597

Dated : 13 / 01 / 2020

Copy for information and necessary action to:-

1. All Deans/HODs with request to kindly circulate among the faculty members.
2. Campus Director (Tehri/Pauri/Chauras)/ Director IQAC/
3. DSW/Proctor/ Controller of Examination/Librarian/Chief Hostel Warden.
4. Finance Officer
5. Joint Secretary and Chief Vigilance Officer, MHRD, Department of Higher Education, Vigilance Section, Shastri Bhawan, New Delhi - For kind information please.
6. Joint Registrar/All Deputy Registrars/Assistant Registrar.
7. System Manager for uploading in the University website.
8. Coordinator DPU/e-Governance/I/c EE (Civil)/All AE's/All Officers of the University.
9. All Section Officers, HNBGU.
10. PS to VC- for kind information of Hon'ble Vice Chancellor.
11. Guard File.


Dr. (A.K. Jha)
Registrar

STATEMENT OF IMMOVABLE PROPERTY AS ON (e.g. Lands, House, Shops, other Buildings, etc.)

Sl. No.	Description of property	Precise location (name of District, Division, Taluk and Village in which the property is situated and also its distinctive number etc.)	Area of land (in case of land and buildings)	Nature of land in case of landed property	Extent of interest	If not in own name, whose name held and his/ her relationship, if any, to the Government Servant	Date of acquisition	How acquired (whether by purchase, mortgage, lease, inheritance, gift or otherwise) and name with details of person/ persons from whom acquired, (address and connection of the Government Servant, if any, with the person/ persons concerned.) please see Note 1 below	value of the property (please see Note 2 below)	Particulars of sanction of prescribed authority, if any	Total annual income from the property	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13

NAME : _____

I.D. No. : _____

Signature: _____

Designation : _____

Department: _____

Date: _____

- Note (1) For purpose of Column 9, the term “lease” would mean a lease of immovable property from year or for any term exceeding one year or reserving a yearly rent. Where, however, the lease of immovable property is obtained from a person having official dealings with the Government Servant, such a lease should be shown in this Column irrespective of the term or long term and the periodicity of the payment of rent.
- (2) In column 10, should be shown, (a) where the property has been acquired by purchase, mortgage or lease price or premium paid for such acquisition. (c) Where is has been acquired by lease, the total annual rent thereof also and (c) Where the acquisition is by inheritance, gift or exchange, the approximate value of the property so acquired.