



अखिल भारतीय आयुर्विज्ञान संस्थान, ऋषिकेश - 249203

All India Institute of Medical Sciences, Rishikesh - 249203

(Establishment)

F. No.-AIIMS-RISHI/203/2025/ 981

Date: 29.12.2025

Circular

Sub: Submission of *Immovable Property Return (IPR)* for the year **2025 (as on 31.12.2025)**- reg.

In accordance with the provisions of Ruel 18 (1)(ii) of Central Civil Services (Conduct) Rules, 1964, all employees of this Institute [Faculty/Nursing/Non-Faculty (Group A, B & C)] are required to submit their **Immovable Property Return (IPR) by 31.01.2026 for the year ending 31st December, 2025**, as per the enclosed prescribed proforma, giving full particulars of their immovable property, inherited or held on lease or mortgage, either in their own name or in the name of any member of their family or in the name of any other person.

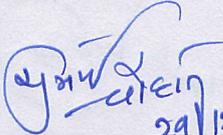
2. Attention is invited to **DoP&T O.M. No. 11013/12/93-Estt.(A) dated 24.01.1994**, wherein it has been stipulated that *failure on the part of a Government servant to comply with the aforementioned requirements of Rule 18(1)(ii) of the CCS (Conduct) Rules, 1964 can form good and sufficient reason for initiating disciplinary proceedings.*

3. It is also be impressed upon in terms of **DoP&T O.M. No. 104/33/2024-A VD-IA dated 09.10.2024** that Non-submission of IPR would attract denial of vigilance clearance for empanelment, deputation, applying to sensitive posts, training (except mandatory training), confirmation in service, etc.

4. Attention is also drawn to the **latest DoPT guidelines on furnishing of IPRs**, wherein the use of phrases such as "*Same as previous year*", "*No change*" or similar expressions is to be **strictly avoided**. Full and complete particulars of all immovable properties owned, acquired, inherited or held are required to be furnished strictly in terms of Rule 18 of CCS (Conduct) Rules, 1964.

5. Accordingly, **all employees serving in the institute are requested to submit their Immovable Property Return (IPR) for the year 2025 (as on 31.12.2025), positively on or before 31st January, 2026, to the concerned administrative section.**

This issues with the approval of the Competent Authority, AIIMS Rishikesh.


29/12/2025

(Subhash Chauhan)

Officiating Administrative Officer

Copy to:-

1. PPS to Executive Director
2. PS to Dy. Director (Admin.)
3. PS to MS/ Dean (A)/ FA/ SE
4. PA to Principal, College of Nursing
5. Registrar/ CNO/ SAO
6. Sr. Librarian/ PRO/ Law Officer
7. All HODs/ In-Charge
8. IT Cell to upload on the Institute Website
9. Guard File/ Notice Board

STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 2025 AS ON 31.12.2025

1. Name (in full) _____ 2. Designation _____ 3. Emp. ID _____
 4. Department _____ 5. Present Basic Pay _____ 6. Pay Level _____

Description of property	Name of District, Sub-Division, Taluk & Village or City in which property is situated (full location & postal address)	Name & Details of Property Housing, Lands and Other Buildings, Area of land / flat (in case of land/building)	Cost of construction /Acquirement (and year when purchased) including of land in case of house	Nature of land (in case of landed property)	Extent of interest	If not in own name, state in whose name held & his/her relationship to the Govt. Servant	Date of acquisition	How acquired, whether by purchase, lease**, mortgage, inheritance, gift or otherwise with date of acquisition & name with details of person(s) from whom acquired	Value of property (in Rs.) (Present Value *)	Total Annual Income from property (in Rs.)	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

Date:-

Signature:-

Name:-

Designation:-

Note

- 1) * In case where is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated.
- 2) ** Includes short term leases also.
- 3) Declaration form is required to be filled in and submitted by every member of Class/ and Class II services under relevant provisions of Conduct Rules and first appointment to the Service and thereafter, at interval of every twelve months, 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 name of any member of his family or in name of any other person dependent on Government servant.
- 4) Wording 'No change or No addition or as in previous year' may be avoided and all details filed up.
- 5) Fill form in duplicate.
- 6) Last date of submission of APR is one month from date of issue of Office Memorandum.