

No. 12021/1/2016-ISS (APAR)  
Government of India  
Ministry of Statistics and Programme Implementation

Sardar Patel Bhavan,  
Sansad Marg, New Delhi  
Dated: 13th December, 2018

**OFFICE MEMORANDUM**

**Subject: - Submission of Annual Immovable Property Return (IPR) by ISS officers for the year 2018 (as on 31.12.2018) through SPARROW portal only-reg.**

The undersigned is directed to invite attention of all ISS officers to Rule 18 of CCS (Conduct) Rules, 1964, which stipulates that every Government servant belonging to any service or holding any post included in Group 'A' and Group 'B' shall submit an annual return in such form as may be prescribed by the Government, in this regard, giving full particulars regarding the Immovable Property inherited by him or owned or acquired by him or held by him on lease or mortgaged either on his own name or in the name of any member of his family or in the name of any other person. Such return is required to be furnished in the prescribed form by 31<sup>st</sup> January of every year in respect of the previous year ending 31<sup>st</sup> December. Non submission of IPR within the stipulated time period/date leads to the denial of vigilance clearance to the officers for deputation, cadre clearance etc.

**2.** In this regard, detailed instructions in respect of ISS officers for filing of IPR through SPARROW portal were earlier issued vide this Ministry's OM No. 12021/1/2016-ISS (IPR) dated 15.01.2018. The same is available at <http://mospi.gov.in/sites> and it may kindly be referred to.

**3.** All ISS Officers are requested to file their Immovable Property Return (IPR) for the year 2018 (as on 31.12.2018) within the prescribed time-line of 31.01.2019, **through SPARROW portal only**, as no such return filed in physical form would be admissible.

**4.** If an IPR for the year 2018 has already been submitted in physical form by any ISS Officer, the same may kindly be invariably submitted online through SPARROW portal.



(Naveen Kumar )

Under Secretary to the Government of India

To,

1. All the participating Ministries/Department/Organisations of ISS
2. All ISS officers (through website)
3. Director, DSDD, MoSPI with request to place on the official website of the Ministry.

Copy to:

1. PPS to Secretary, MoSPI;
2. PPS to DG, ES, CSO, MoSPI;
3. PPS to DG, SS, CSO, MoSPI;
4. PPS to DG, Survey, MoSPI;