

To

Chandigarh, dated the 20/12/22

All the Administrative Secretaries/
Heads of Departments/Offices/
Boards/Corporations/Institutions
Chandigarh Administration

Subject: Submission of Annual Immovable Property Return by Group 'A' & 'B' officers/ officials of Chandigarh Administration online (through Manav Sampada)

Sir/Madam

I am directed to address you on the subject noted above and to state that Rule 18 of the Central Civil Service (Conduct) Rules, 1964, as applicable to employees working in Chandigarh Administration envisages 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 mortgage either in his own name or in the name of any member of his family or in the name of any other person.

2. Accordingly, you are requested to direct all the officers/ officials (Group 'A' & 'B') to furnish the Annual Immovable Property return for the year ending 31.12.2022 by 31st January, 2023 online (through Manav Sampada). Annual Immovable Property Return is required to be submitted in respect of every calendar year by 31st January of the next year online (through Manav Sampada). The officers/ officials are also informed that non submission of Annual Immovable Property Return within stipulated date would invite denial of vigilance clearance for empanelment, deputation and applying to sensitive posts & assignments to training programmes (except mandatory training).

3. This issues with the approval of W/Adviser to the Administrator, Union Territory, Chandigarh.

Yours faithfully

AKM
20/12/22

Additional Secretary Personnel
for Adviser to the Administrator
Union Territory, Chandigarh

Endst. No. 28/5/94-IH(7)-2022/ 20145

Dated: 20/12/22

A copy alongwith a copy of the Form attached with O.M. No. 25/10/55-Estt.(A) dated 12.01.1956 is forwarded to the State Informatics Officer, National Informatics Centre, Chandigarh with the request to make necessary amendments in the Property Return Proforma on Manav Sampada portal.

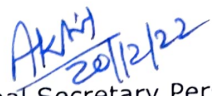
AKM
20/12/22

Additional Secretary Personnel
for Adviser to the Administrator
Union Territory, Chandigarh

Endst. No. 28/5/94-IH(7)-2022/ 20146

Dated: 20/12/22

A copy is forwarded to the Director Information Technology, Union Territory, Chandigarh with the request to upload the above instructions on the official website of Chandigarh Administration.


Additional Secretary Personnel
for Adviser to the Administrator
Union Territory, Chandigarh