

No.DGET-C-29011/1/2012-VFTA
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training
(Vigilance Division)

Employment Exchange Building, Pusa
New Delhi-110012.


Dated the 27 December, 2019.

OFFICE MEMORANDUM

Subject: Submission of Annual Immovable Property Return for the year 2019 as on 31-12-2019 -
Submission through cscms.nic.in – regarding.

In accordance with the provisions contained under Rule 18 of the Central Civil Services (Conduct) Rules, 1964, all Group 'A' & 'B' (Gazetted & Non-Gazetted) officers/officials presently posted in the Ministry of Skill Development are required to submit their Annual Immovable Property Return for the year **2019 as on 31-12-2019**.

2. The property return should contain particulars of all immovable properties owned, acquired or inherited by any member of his/her family or in the name of any other person dependent on Government Servant.
3. Phrases like “no change” “no addition” or “as in the previous year” should not be used and full details to be provided.
4. It is pertinent to mention that as per the instructions of DoP&T issued vide its OM No. 22-10/2018-CS 1 (APAR) dated 29-09-2011, “Vigilance Clearance shall be denied to an officer if he/she fails to submit his/her annual Immovable Property Return of the previous year by 31st January of the following year.
5. All Group A & B officers are requested to file their return in the enclosed format. Officers posted in DGT (HQ) may please submit their return to VFTA Division by 31/01/2020. Officers posted in RDSDE/NSTIs/NIMI/CSTARI may please submit their returns to their HoDs/ RDSDEs by 31/01/2020 who in turn will send the same to the undersigned along with their own return.
6. CSS/CSSS Officers posted in DGT may please file their returns online at www.cscms.nic.in by 31/01/2020. Thereafter, they may please take a printout of the return filed, sign the same and submit to the VFTA Division.


(Sanjay Arora)

Deputy Secretary to the Government of India

Encl: - As above

To

1. All Group A & B officers in DGT Hqrs.
2. All Group A & B officers in all RDSDE / NSTIs / CSTARI/ NIMI.

Copy to:-

Copy for information to: - CVO, Ministry of Skill Development & Entrepreneurship, New Delhi-110001.

PROFORMA

STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR 2019 (AS ON 31-12-2019)

1. Name of Officer in full and service to which the officer belong _____
2. Cadre of the State on which borne _____ 3. Ministry/Department _____
4. Present post held _____ 5. Present Pay _____

Name of District, Sub-Division, Taluk & Village in which property is situated	Name and details of property			If not in own name, state in whose name held and his/her relationship to the Government	How acquired whether by purchase, lease**, mortgage, inheritance, gift or otherwise with details of person/persons from whom acquired	Annual Income from the property	Remarks
	Housing and other building	Land	Present Value*				
1	2	3	4	5	6	7	8

***In case where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated.**

****Includes short-term lease also.**

Signature _____
Name _____
Designation _____
Date _____