INDRAPRASTHA POWER GENERATION COMPANY LIMITED/
PRAGATI POWER CORPORATION LIMITED
(DISCIPLINARY CELL)

No. F.3/1/AM(HR)DC/2015/451

Dated: 22/12/15

CIRCULAR

Attention of all officers/officials of category 'A', 'B', 'C' & 'D' posts in the
INDRAPRASTHA POWER GENERATION COMPANY LIMITED/PRAGATI POWER
CORPORATION LIMITED is invited to the Provision of Rule 18 (1) (ii) of the CCS (Conduct)
Rules, 1964, which are applicable to IPGCL, according to which all the officers/officials holding
posts in category A & B shall submit an annual return in the prescribed proforma giving full
particulars regarding the immovable property inherited by them or owned or acquired by them
or held by them on lease or mortgage either in their own name or in the name of any members
of their family or in the name of any other person.

Attention of all officers/officials of IPGCL/PPCL is also drawn to the provisions of Rule
18 (4) of the CCS (Conduct) Rules 1964, according to which the prescribed authority may, at
any time, by general or specific order, required a Govt. servant to furnish within period specified
in order, a full and complete statement of such movable or immovable property held or
acquired by them or on their behalf or by any member of their family as may be specified in the
order. Such statement shall, if so required by the Govt. or by the prescribed authority, include
the details of the means by which, or the source from which, property was acquired.

All officers/officials working in category 'A', 'B', 'C' & 'D' posts in IPGCL/PPCL are
hereby called upon to submit their annual property return giving full details as on 31st
December, 2015 latest by 31st January, 2016 positively, failing which such employees may
render themselves liable for departmental action under the provision of relevant conduct rules.
It is also informed that in view of the DoPT's guidelines issued vide OM dated 07/09/2011, the
Vigilance Clearance shall be denied to an officer if he fails to submit his annual immovable
property return of the previous year latest by 31st January of the following year.

All the Sectional Heads/Departmental heads are requested to bring contents of this
Circular to the notice of all concerned.

The property returns of category 'A', 'B', 'C' & 'D' employees shall be submitted in the
office of Manager (HR) DC, RPH, New Delhi-110002.

A specimen copy of the performa to be filled by the officers/employees is appended
overleaf for necessary action. Copies of this performa may be given to the concerned officers/
officials to do the needful. In case of any difficulty, office of Manager (HR) DC, RPH may be
contacted.

(S.P. Singh)
General Manager (HR)

Copy to: 1. All Departmental/Sectional Heads
        2. All Notice Boards
        3. Sr. Manager (IT); with the request to upload the Circular along with
           Format on the website of the Company.
## Statement of Immovable Property

**INDRAPRASTHA POWER GENERATION CO., LTD.**

**Statement of Immovable Property as on** __________________________  **Ending Year.** __________________________

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Precise location (Name of Distt., Divn/ Taluk &amp; Vill. in which the property is situated and also its distinctive number, etc.)</th>
<th>Area of land (in case of land and buildings)</th>
<th>Nature of land (in case of landed property)</th>
<th>Extent of interest</th>
<th>If not in own name, state in whose name held and his/her relationship, if any, to the Govt. servant</th>
<th>Date of acquisition</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**How acquired (whether by purchase, mortgage, lease, inheritance, gift or otherwise) and name with details of person/persons from whom acquired (address & connection of the Govt. servant, if any, with the person/persons concerned):**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Dated:-----------------------------**

**Signature** ______________________  **E. No.** ______________________

**Name** (in block letters) ______________________

**Father's Name** ______________________

**Designation** ______________________

**Department** ______________________