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

No. F.3/1/AM(HR)DC/2014/646

Dated: 17/12/2014

CIRCULAR

Attention of all officers/officials of category ‘A & B’ 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’ posts in IPGCL/PPCL are hereby
called upon to submit their annual property return giving full details as on 31st December,
2014 latest by 31st January, 2015 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’ employees shall be submitted in the
office of Asstt. 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 Asstt.
Manager (HR) DC, RPH may be contacted.

(G.P. Kumawat)
General Manager (HR)-HQ

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>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>2.</td>
<td>3.</td>
<td>4.</td>
<td>5.</td>
<td>6.</td>
<td>7.</td>
<td>8.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>How acquired (whether by purchase, mortgage, lease, inheritance, gift or otherwise) and name with details of person/persons from whom acquired (address &amp; connection of the Govt. servant, if any, with the person/persons concerned)</th>
<th>Value of the property</th>
<th>Source of finance</th>
<th>Particulars of sanction of prescribed authority, if any</th>
<th>Total Annual income of the property</th>
<th>Remarks</th>
</tr>
</thead>
</table>

Dated:________________________

Signature ___________________ E. No. ___________________

Name (in block letters) __________________________

Father’s Name __________________________

Designation __________________________

Department __________________________