



**PUBLIC (SPECIAL-B) DEPARTMENT  
SECRETARIAT, CHENNAI - 600 009**

**Letter No.1/Special.B/2021-1, Dated:11.01.2021**

From  
Thiru. K. Shanmugam, I.A.S.,  
Chief Secretary to Government.

To  
All Indian Administrative Service Officers.

Sir / Madam,

Sub: All India Services (Conduct) Rules, 1968 -  
Instructions regarding online filing of Immovable  
Property Returns (IPRs) by All India Services  
Officers - Forwarded - Reg.

Ref: From Thiru. Srinivas R. Katikithala, I.A.S.,  
Establishment Officer & Additional Secretary,  
Government of India, Department of Personnel &  
Training, Ministry of Personnel, Public Grievances  
and Pensions, New Delhi, D.O.No.6(1)/2014-  
EO(PR), dated:06.01.2021.

\* \* \* \* \*

The Establishment Officer & Additional Secretary, Government of India, Department of Personnel & Training, Ministry of Personnel, Public Grievances and Pensions, New Delhi in the letter cited has stated that Rule 16(2) of AIS (Conduct) Rules, 1968 provides that every member of the Service 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. In terms of the instructions vide OM No.8/9/60-AIS(III), dated.16.02.1960 and OM No.11017/74/93-AIS(III), dated.04.01.1994 issued under this Rule, every member of the service is required to submit annual immovable property return by 31<sup>st</sup> January of the next year. He has further added that failure on the part of the members of service to comply with the requirements of the aforesaid provisions constitutes good and sufficient reason for institution of disciplinary proceedings, among other things vide O.M.No.104/33/2005-AVD-I, dated:29.10.2007 and 07.09.2011, against them.

P.T.O.

2. The GOI during 2017, have introduced online filing of IPR in respect of IAS officers' through the Module designed for the purpose. Through this Module, the officers have to submit the IPR either electronically or upload scanned copy of the manually filled-in IPR. This online Module will close automatically after the prescribed timeline of 31<sup>st</sup> January 2021 in respect of the calendar year 2020.

3. I am therefore to request you to ensure that the IPR in the form prescribed by the GOI has been submitted online through IPR Module available with your SPARROW account for the year 2020 (as on 01.01.2021) within the prescribed timeline of 31<sup>st</sup> January 2021. I am also directed to state that the hard copy of the IPR need not be sent to the State Government or the DoPT.

Yours faithfully,

*P. Indrasan*

for Chief Secretary to Government

**Copy to:**

The Home, P&E, Department, Chennai-9.  
The Environment and Forests Department,  
Chennai-9.

VK  
21/01/21