

NO.C.29012/1/2009-VIG
GOVERNMENT OF MIZORAM
VIGILANCE DEPARTMENT

Dated Aizawl, the 4th September, 2009

OFFICE MEMORANDUM

It has come to the notice of Government that some Officers have so often failed to submit their Property Return(PR) timely in spite of repeated instructions issued from time to time. During the course of examination of the P.R. submitted by some Officers, it has been noticed that the instructions issued by the Government on transaction of moveable/immoveable properties and provision contained in rule 18 of the CCS (Conduct) Rules, 1964 are not strictly adhered to that in many cases officers are apparently reluctant to show particulars in details such as size, area, value or cost etc. regarding the immoveable/moveable properties owned or acquired or held in the name of any other member of the family which is viewed seriously. Especially on Vehicle, Type, price and Registration No should be furnished clearly. However, any defaulting officers without valid reasons will, henceforth be dealt with appropriately as per rules 18. **It may be impressed upon them that failure on the part of a Govt. servant to comply with the requirement of the aforesaid rule can form good and sufficient reason for instituting disciplinary proceedings against him.** (Govt. of India, Deptt. of personnel & Training O.M. No. 11013-12/93-Estt(A) dt.24 Jan 1994. For ready reference and compliance by all concerned, mode of submission of PRs will continue as follows :-

In accordance with the **CCS Conduct Rules 18(2) No Govt. Servant shall except with the previous knowledge of the prescribed authority, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise either in his own name or in the name of any member of his family. Under provision of Rules 18(4) The Government or the prescribed authority may, at any time, by general or special order, require a Government servant to furnish, within a period specified in the order, a full and complete statement of such movable or immovable property held or acquired by him or on his behalf or by any member of his family as may be specified in the order. Such statement shall, if so required by the Government or by the prescribed authority, include the details of the means by which, or the source from which, property was acquired. Accordingly all Government servant Group 'A' and 'B' officer should submit their property return for the last five years i.e. 2004 to 2008 without fail on or before 31st October, 2009.**

Under provision of Rules 18 Government of India's decision(22), **Inclusion of a column in the CR format of Group 'A' and Group 'B' Officers regarding annual returns** - In accordance with the instructions contained in M.H.A. O.M. No. 25.10/55-Estt(A) dated 12.1.1956, every Government servant holding a Group 'A' or 'B' post is required to submit the immovable property return in the prescribed form in respect of every calendar year by 31st January of the next year. The need for obtaining these returns regularly and in time and making a careful and minute scrutiny of the same was emphasized in this Deptt.'s O.M. No. 11013/12/85-Estt.(A) dated 11.10.1985. It has, however, been noticed that the immovable property returns are not submitted in time, as required under the instructions referred to above. The question of enforcing the requirement of timely submission of the return has been considered in this Department and, as one of the

steps in this direction, it has been decided to include a column in the ACR format of Group 'A' and 'B' officers which shall be placed as Column 4 in Part -II (self - appraisal) of the ACR.

2. The P.R. in respect of Group 'A' officers in the scale of pay Rs.10,000-15,200.- and above should be forwarded to the Vigilance Department through Administrative Department/Cadre controlling Department through proper channel after having initial examination within February every year.

3. Administrative Department Cadre controlling Department should examine the returns of Group 'A' Officers in the scale of pay below Rs.10,000 - 15,200.- and Group 'B' Officers before keeping in the safe custody. The Property Return should be submitted to the controlling concerned department within January every year.

4. Heads of Department should keep P.R. in respect of Group 'C' and 'D' officials after having proper examination unless otherwise exempted.

5. P.R. Submitted to this Department without routing through concerned Administrative Department/Cadre controlling Department/ Proper channels as the case may be, will not be entertained.

6. Property Return form is enclosed herewith for ready reference. Sufficient copies of the form may be kept ready in all Offices and supplied to the Government servants as and when demanded by them.

7. All Heads of Departments are requested to submit duly filled in proforma as provided in the columns therein correctly and without hesitation.

8. All Administrative Departments/Cadre controlling Departments and Heads of Departments are requested to ensure that all the Annual Confidential Report submit by all Government servants working under them should mention the date of submission of Property return.

9. The content of the O.M. should be brought to the notice of all concerned

Sd/-

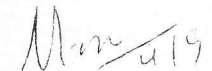
(I. TOCHHONG)

Chief Secretary to the Govt. of Mizoram

Memo No.C.29012/L/2009-VIG : Aizawl, the 4th September, 2009

Copy to:-

1. P.S. to Chief Minister, Mizoram.
2. P.S. to Minister Speaker, MOS, Dy. Speaker, Mizoram
3. P.P.S. to Chief Secretary, Govt. of Mizoram
4. All Administrative Departments, Govt. of Mizoram
5. All Heads of Departments, Govt. of Mizoram
6. Guard File.


(MALSAWMA)

Under Secretary to the Govt. of Mizoram
Vigilance Department