



**Directorate General of Human Resources Development
Central Board of Excise & Customs,
Bhai Vir Singh Sahitya Sadan, 2nd & 3rd Floor, Bhai Vir Singh Marg
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F. No. 8/B/328/HRD(HRM)/IPR/2016

Dated: .05.2017

To

The Principal Chief/Chief Commissioners of Customs and Central Excise (All)
The Principal Director/ Director Generals of Customs and Central Excise (All)
The Commissioner I/C of Directorates (All)
The Commissioner, Settlement Commission (All)
The Commissioner, CESTAT(All)
The Commissioner, Authority of Advance Ruling(All),
The Chief Controller of Factory, Gwalior/Narcotics Gwalior.

Sir/Madam,

Subject: Giving complete details while filing the IPR by IRS(C&CE) officers - reg.

Rule 18 (1) (ii) of Central Civil Services (Conduct) Rules, 1964 stipulates that every Government servant 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 held by him.

2) Instances have come to notice that while filing the IPRs, the officers are submitting the details of properties held by them in a very casual manner and furnishing incomplete details and not giving the complete particulars viz. complete details of properties i.e. Description, location of property, viz., Khasra No., Village/city, taluka, etc., Ownership details, area and Value.

3) Board has taken a very serious view on the incomplete IPRs being filed and taken on record. This is to bring to your notice that furnishing of incomplete details in IPR tantamounts to suppression of material information and defeats the very purpose of filing of IPR by the Government servants. It is, therefore, requested that all the officers working under your charge be directed to fill in complete details of the properties held by them incorporating all the requisite details in the prescribed format. The IPRs filed by the officers may also be scrutinized thoroughly and discrepancy, if any, got rectified. Further, any incomplete details be got made good from the officers before taking the IPRs on record.

4) The above instructions may be scrupulously followed.

5) This issues with the approval of Director General, DGHDRD.

Yours faithfully

जी.जी.एच.आर.डी. (BVSSS)

क्रमांक.....
क्रम सं. 3994-4054
दिनांक.....

प्रति

Manish Goyal
09/05/2017
(Manish Goyal)
Additional Director (HRM-I)