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e-off. No. /DOWR/CR
Date. 23/1/25

Reminder

No. 6/2/2024-EO(PR)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi
Dated the 20th Jan, 2025

OFFICE MEMORANDUM

**Sub: Filing of IPRs by IAS officers for the year 2024 as on 01.01.2025 – Reminders
- reg.**

The undersigned is directed to refer to this Department's DO letter of even number dated 19.12.2024 (copy enclosed) on the subject cited above. In terms of Rule 16(2) of AIS (Conduct) Rules, 1968 read with 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 31st January of the next year.

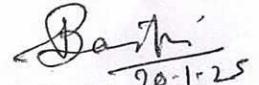
2. In view of the above, as the prescribed timeline for filing of IPRs for the year 2024 would end on 31st January, 2025, the Ministry is requested to issue necessary instructions to all the IAS officers working in its various departments, to ensure that they submit their IPRs for the year 2024 (as on 01.01.2025) online in the IPR Module, as per the prescribed timeline. It is reiterated that, to avoid unnecessary difficulty to the concerned IAS officers, they may be suitably sensitized to complete the process by eSigning the IPR.

Encl: As above

AS(A)

DS(Admin) To,

Secretaries of Ministries/Departments of Government of India
(As per standard list)


20-1-25
(Anil Bajpai)

Under Secretary | Government of India

☎ 011-23092841

S.O. (Admin) 27/01
S.O. (Vig) 27/01

Shri Hemant

मनीषा सक्सेना, भा.प्र.से.
Manisha Saxena, IAS
स्थापना अधिकारी एवं अपर सचिव
ESTABLISHMENT OFFICER &
ADDITIONAL SECRETARY
Tel. : 23092370, Fax : 23093142
E-mail : eo@nic.in



भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
नॉर्थ ब्लॉक, नई दिल्ली-११०००९
GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL, PUBLIC
GRIEVANCES AND PENSIONS
NORTH BLOCK, NEW DELHI-110001

DO No. 6(2)/2024-EO(PR)
Dated, the 19th December, 2024

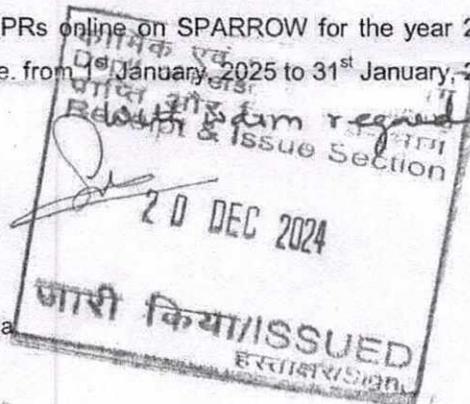
Respected Ma'am / Sir,

As you are aware, in terms of Rule 16(2) of AIS (Conduct) Rules, 1968 and the instructions issued vide OMs dated 16.02.1960 and 04.01.1994 under this Rule, every member of the Indian Administrative Service (IAS) is required to submit annual Immovable Property Return (IPR) by 31st January of the next year. Failure on part of the members of the Service to comply with the requirements of the aforesaid provisions constitutes good and sufficient reason for, inter-alia, institution of disciplinary proceedings, against them vide this Department's OM No.104/33/2005-AVD-I dated 29.10.2007 and 07.09.2011. Further, vide notification dated 30.12.2021, Rule 3(1) of IAS (Pay) Rules, 2016 has been amended to make timely filing of IPR mandatory for being considered for appointment to the next level of pay matrix.

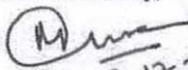
This Department vide DO No.6(1)/2014-EO(PR) dated 22.12.2016 successfully introduced online filing of IPR in respect of IAS officers w.e.f. 1st January, 2017 through the SPARROW Module. It is indeed a matter of immense satisfaction that the officers are submitting their IPR either electronically or uploading scanned copy of the manually filled-in IPR, over the years.

This online Module will close automatically after the prescribed timeline i.e. 31st January, 2025 in respect of the calendar year 2024. The officers need not send a hard copy either to their Cadre or to DoPT. Further, it is noticed that there are some cases where the officers fill their details online on the IPR SPARROW Portal but are not able to eSign the filled IPR. Such IPRs remain unsubmitted, causing unnecessary difficulty to the concerned officers. Therefore, the IAS Officers may be suitably sensitized to complete the process by eSigning the IPR.

In view of aforesaid background, I shall be grateful if you would issue necessary instructions to all IAS officers working in your Ministry/Department and its various organization, to ensure that they submit their IPRs online on SPARROW for the year 2024 (as on 01.01.2025), within the prescribed timeline i.e. from 1st January, 2025 to 31st January, 2025.



Yours Sincerely,


19-12-2024
(Manisha Saxena)

Secretaries to the Govt. of India
(As per standard list)

