

Government of West Bengal
Department of Personnel and Administrative Reforms
VIGILANCE CELL
'NABANNA', (7th Floor), 325, Sarat Chatterjee Road, Howrah-711102
Tel.No. 033-2253-5250, e-mail: parvigilance@gmail.com

No. 01-P & AR (Vig).

Date: 07/01/2025

ORDER

Subject : Submission of Declaration of Immovable & Movable Property Return in respect of IAS Officers of West Bengal Cadre.

Consequent with letter from DoPT with DO No. 6(2) /2024-EO (PR) dtd. the 19th December, 2024 (Copy enclosed), it is hereby brought to the notice of all the concerned officers that the last date for uploading the soft copy of the Immovable Property Return as stood on 01.01.2025 (for the year 2024) in the SPARROW Portal, in respect of the IAS Officers of Government of West Bengal, is **31st January, 2025**. The officers need not to send a hard copy of the same either to their Cadre or to DoP&T.

The last date of submission of **Hard Copy of Movable Property Return** (as stood on 31st March of every year) in respect of the IAS Officers of Government of West Bengal shall remain unchanged until further order and is required to be submitted to this department (in sealed cover) by **30th April, 2025**.

This is for information and necessary compliance.

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

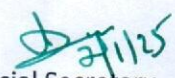
Sd/-
Senior Special Secretary
to the Government of West Bengal.

No. 01/1(07)-P & AR (Vig).

Date: 07/01/2025

Copy forwarded for information and necessary action to the:-

1. Under Secretary, P&AR Department, Govt. of W.B.
2. OSD & Ex-Officio Senior Special Secretary, IAS Cell, P&AR Department.
3. OSD & Ex-Officio Joint Secretary, IAS Cell, P&AR Department.
4. Sr. PS to the Chief Secretary, Govt. of West Bengal.
5. Sr. P.S. to the Secretary, P&AR Department.
- ✓ 6. IT Cell, P&AR Department for uploading this Order on the website of P&AR Department.
7. Office Copy.


Senior Special Secretary
to the Government of West Bengal.

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



सत्यमेव जयते

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 14th December, 2024

Respected Chief Secretary,

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.

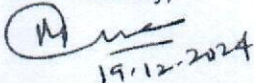
This Department vide DO No.6(1)/2014-EO(PR) dated 22.12.2016 successfully introduced online filing of IPR in respect of IAS officers w.e.f. 1st January, 2017 through the SPARROW Module. It is indeed a matter of immense satisfaction that the officers are submitting their IPR either electronically or uploading 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 Government and its various departments, to ensure that they submit their IPRs for the year 2024 (as on 01.01.2025) online in the IPR Module, within the prescribed timeline i.e. from 1st January, 2025 to 31st January, 2025.

With warm regards,

Yours Sincerely,


19.12.2024

(Manisha Saxena)

Chief Secretaries of the States

(As per standard list)



Copy to:

- (i) The President's Secretariat, New Delhi.
- (ii) The Prime Minister's Office, New Delhi.
- (iii) The Cabinet Secretariat, New Delhi.
- (iv) The Rajya Sabha Secretariat, New Delhi.
- (v) The Lok Sabha Secretariat, New Delhi.
- (vi) NITI Aayog, New Delhi
- (vii) Election Commission, New Delhi.
- (viii) UPSC, New Delhi.
- (ix) Central Vigilance Commission, New Delhi.
- (x) O/o Comptroller & Auditor General, New Delhi.
- (xi) Director (Admn.), DoPT, North Block, New Delhi.

Copy also to:

- a) Director General, NIC, Ministry of Electronics and Information technology, A-Block, CGO Complex, Lodhi Road, New Delhi – 110003
- b) Additional Secretary (UT), Ministry of Home Affairs, North Block, New Delhi, for taking similar action in respect of the AGMUT Cadre officers