

No. 21/15/2023-CS. I (Coord)

Government of India

Ministry of Personnel Public Grievances and Pensions,

Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan,

Khan Market, New Delhi

Dated: 22nd December, 2023.

OFFICE MEMORANDUM

Subject: Submission of Immovable Property Return (IPR) for the year 2023 (as on 31.12.2023) by the Officers of Central Secretariat Services (CSS)- reg.

In terms of Rule 18 of CCS Conduct Rules, 1964 the Immovable Property Return (IPR) for a particular year is required to be filed by Government Employees latest by 31st January of the following year. Accordingly, all the CSS Officers are required to file their IPRs latest by 31.01.2024 through e-HRMS 2.0 portal.

2. All the Ministries/Departments concerned are requested that contents of this O.M. may be widely circulated to all CSS Officers working under their respective control. They may also ensure that IPR for the year 2023 (as on 31.12.2023) is submitted within the stipulated time. **The officers may be informed that non-submission of IPR within the stipulated date would invite denial of vigilance clearance for empanelment, deputation and for applying to sensitive posts, assignments and training programme (except mandatory training) as the IPR status needs to be checked for the said purpose(s).**

3. It is therefore, requested that all CSS Officers may be directed to file their IPR for the year 2023 (as on 31.12:2023) well in time, latest by 31.01.2024 through e-HRMS 2.0 portal only. **IPRs received beyond the stipulated date and any form/mode except e-HRMS 2.0**

portal, shall not be regarded as conforming to the extant guidelines.

4. It may be noted that for issues arising in the portal the officials may first contact their Nodal Officers in their Ministry. In case the Nodal Officers of the cadre unit is unable to resolve the issue, the officer may contact to Shri Pawan Meena, Section Officer, e-HRMS Section Email: pawanraj.meena@gov.in or over phone No. 24629414 during office hours.

(Sunil Kumar)

Under Secretary to the Government of India

Tele: 24629412

To

(Through e-HRMS 2.0 (earlier CSCMS Portal)

The Deputy Secretary/Director (Admn.),

All the Ministries /Departments concerned.

