

GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

No.A.28012/3/2022/DPAR/SS-I(3)

Puducherry, dated: 27.12.2022

**I.D. NOTE**

Sub: Filing of annual Immovable Property Return (IPR) as per Rule 16 of All India Service (Conduct) Rules, 1968 – Reg.

Ref: D.O. Letter No.6(4)/2022-EO(PR) dated 19.12.2022 of the EO & AS, DoPT, Government of India (Copy enclosed).

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The All India Service officers of this administration are requested to file their **annual Immovable Property Return** (as on 01.01.2023), **online** through SPARROW portal latest by **31.01.2023** as the online module closes automatically after that. The officers can login to SPARROW (<https://parichay.nic.in>) using their existing user id and password and file their IPR online.

2. The officers **need not send** a hard copy of their returns either to their Cadre Controlling Authority or to DoPT.

  
27.12.22

(V. JAISANKAR)  
UNDER SECRETARY TO GOVERNMENT

To

All India Service officers of this Administration,  
Puducherry.

दीप्ति उमाशंकर, भा.प्र.से.  
**DEEPTI UMASHANKAR, IAS**  
स्थापना अधिकारी एवं अपर सचिव  
ESTABLISHMENT OFFICER &  
ADDITIONAL SECRETARY  
Tel.: 23092370, Fax: 23093142  
E-mail : eo@nic.in



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आज़ादी का  
अमृत महोत्सव

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

DO No. 6(4)/2022-EO(PR)  
Dated, the 19 Decemeber, 2022

Dear Sir/Madam,

Rule 16(2) of AIS (Conduct) Rules, 1968 provides that *every member of the Service 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 inherited by him or owned or acquired by him or held by him on lease or mortgage, either in his own name or in the name of any member of his family or in the name of any other person.*

2. In terms of 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 31<sup>st</sup> January of the next year. Failure on the part of the members of the Service to comply with the requirements of the aforesaid provisions constitutes good and sufficient reason for institution of disciplinary proceedings, among other things vide this Department's OM No.104/33/2005-AVD-I dated 29.10.2007 and 07.09.2011, against them. Further, vide notification dated 30.12.2021, Rule 3(1) of IAS (Pay) Rules, 2016 has been amended to make filing of IPR mandatory for being considered for appointment to the next level of pay matrix.

3. This Department had vide DO No.6(1)/2014-EO(PR) dated 22.12.2016 introduced online filing of IPR in respect of IAS officers w.e.f. 1<sup>st</sup> January, 2017 through the Module designed for the purpose. Through this Module, the officers can submit the IPR either electronically or upload scanned copy of the manually filled-in IPR. This online Module will close automatically after the prescribed timeline of 31<sup>st</sup> January, 2023 in respect of the calendar year 2022. The officers need not send a hard copy either to their Cadre or to DoPT.

4. I would, therefore, request you to kindly 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 2022 (as on 01.01.2023) online in the IPR Module, as per the prescribed timeline.

With regards,

Yours Sincerely,

*Deepti U*

(Deepti Umashankar)



Chief Secretaries of the States

सूचना (As per standard list)

का अधिकार

<http://dopt.gov.in>



OFFICE OF THE CHIEF SECRETARY  
PUDUCHERRY  
No. 50/14/CS/G  
Received on 20 DEC 2022  
Despatched on \_\_\_\_\_

No.45020/20/2021-IPS.II  
Government of India/Bharat Sarkar  
Ministry of Home Affairs/Grih Mantralaya

(1/2)

North Block, New Delhi-1  
Dated, the 14 December, 2022

14 DEC 2022

To,

The Chief Secretaries of all State Governments/UTs  
The Director General of Police of All State Governments/UTs

*M. Kar*  
*20/12/22*  
Sub:- **Online filing of Immovable Property Return (IPR)-2022 by  
IPS officers - reg.**

*Secy (Res)*  
*U.S (DP&GR)*  
Sir,

*21/12*  
I am directed to refer to the subject cited above and to state that in terms of Rule 16(2) of All India Services (Conduct) Rules, 1968, every member of the service shall submit his/her Immovable Property Return (IPR) in the prescribed form by 31<sup>st</sup> January of every year in respect of the previous year ending 31<sup>st</sup> December.

*23/12*  
2. The Immovable Property Return for the year 2022 is required to be filed online **latest by 31.01.2023** at <https://ips.gov.in> or <https://sparrow-ips.eoffice.gov.in> by using existing nic-e-Mail ID and password. In this connection, a 'User Manual' to facilitate filling up the online Immovable Property Return (IPR) is available at welcome page of SPARROW. The Immovable Property Return for the year 2022 online, after filing, is required to be authenticated by using the Digital Signature Certificate (DSC) already issued under SPARROW. Immovable Property Return filed in any other form shall not be accepted.

*55203*  
*24/12*  
3. It is clarified that filing of Immovable Property Return under Rule 16 of the All India Services (Conduct) Rule, 1968 by all IPS officers is **mandatory**. In case the officer fails to submit the IPR (online) within the stipulated time limit, his/her vigilance clearance will be denied in terms of DoPT OM No.104/33/2005-AVD.I dated 7.9.2011. Furthermore, as per DoPT notification dated 30.12.2021, timely submission of IPR has been made mandatory for appointment in the next level of pay in the pay matrix. No request for condonation of delay in filing of IPR will be entertained by the Ministry of Home Affairs.

*3965*  
*22-12-2022*  
O/o. SECRETARY  
CA/P&AR/Hsg/TCR/AD(W)/Home/BC&MC/Vig.  
445/Secy/par/ps/22  
20 DEC 2021  
22/12/2022

4. In view of the above, it is requested that these instructions may widely be circulated to all concerned officers for strict compliance. In case of any difficulty in accessing IPR module through SPARROW, the grievances may be sent to **support-sparrow@nic.in** or **sparrow.ips@nic.in**.

Yours faithfully,



**(Anant Kishore Saran)**  
**Joint Secretary (Police-I)**  
**Tel. No.2309 3256**

**Copy forwarded for necessary action to:**

1. All Ministries/Department of Government of India.
2. JS (UT Division), Ministry of Home Affairs, New Delhi-in respect of AGMU Cadre.
3. Director IB, CBI
4. Secretary (R)/Secretary (S)
5. DGs, BSF/CRPF/CISF/SSB/ITBP/NSG/NIA/NCB/BPR&D/Civil Defence.
6. Director NPA, NCRB, NICFS, NEPA
7. President Secretariat/Cabinet Secretariat/PMO
8. Director (NIC-MHA)- for uploading on MHA website under what's new and Immovable Property Return (IPR) – related orders/instructions.