

URGENT

GOVERNMENT OF N.C.T. OF DELHI  
OFFICE OF THE DIRECTOR GENERAL OF PRISONS  
PRISONS HEADQUARTER, CENTRAL JAIL, TIHAR  
JANAK PURI: NEW DELHI

F.18(87)/Estt./PHQ/2023/ 2692-99

Dated:- 7/5/24

ORDER

**Subject:- Submission of Immovable Property Return for the year 2023 under CCS (Conduct) Rules, 1964.**

In terms of Rule 18 of CCS (Conduct) Rules, 1964 every Government Servant belonging to any service or holding any post including Group-A and Group B, is required to furnish the Immovable Property Return in such form as may be prescribed by the Government, giving full particulars regarding the immovable property inherited by him or owned or acquired by him on lease mortgage, either in his own name or in the name of any member of his family or in the name of any other person.

In this regard, the attention is invited to the Prison Headquarter Circular dated 09.01.2024 vide which it was reiterated that all the Officers of Group-A & Group-B should furnish their Annual Immovable Property Return for the year 2023 (31.12.2023), giving complete details in every column of the prescribed format latest by 31.01.2024.

Further, on scrutiny, it has been observed that some officers have not submitted their Annual Immovable Property Return (IPR) for the year ending 2023. The concerned Superintendents/HOO are requested to ensure that officers (Group-A and Group-B) who are drawing salary from their respective jails must submit their Annual Immovable Property Return and after duly checked from their personal records, a copy must be provided to the Establishment Branch, PHQ at the earliest.

*[Signature]*  
7/5/24

**SUPERINTENDENT-I  
PRISON HEAD QUARTER**

F.18(87)/Estt./PHQ/2023/ 2692-99

Dated:- 7/5/24

1. Superintendent-I & II (PHQ) & Superintendent-MPHQ
2. All Superintendents (Tihar/Rohini/Mandoli)
3. RMO (Tihar/Mandoli)
4. All Branch In-Charges (PHQ/MPHQ)
5. SO to DG(P)/ PS to DG(P)/ PA to Addl. I.G./ PA to DIG(P)/ PA to DIG(M)
6. System Analyst, PHQ with the request to upload the order on department website.
7. Guard File

*[Signature]*  
7/5/24

**SUPERINTENDENT-I  
PRISON HEAD QUARTER**

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19/05/24

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19/05/24

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Key/ptd H(w)

LI. Or. PHQ  
Diary No. 3262  
Date 09/5/24