

सतर्कता विभाग

हमारा संदर्भ: Vig/10:13/2021-22

23 दिसंबर 2022

विषय :समूह 'क' अधिकारियों द्वारा वर्ष 2022 (01.01.2023 तक) वार्षिक अचल संपत्ति की रिटर्न HFMS के माध्यम से जमा करने के संबंध में।

उपरोक्त विषय पर दिनांक 23 दिसंबर 2022 का एक परिपत्र आवश्यक कार्रवाई के लिए संलग्न है।



(अनुरीता जोजो)

वैज्ञानिक-डी/ संयुक्त निदेशक (सतर्कता)

मुख्यालय/क्षेत्रीय कार्यालयों/शाखा कार्यालयों/प्रयोगशालाओं/एनआईटीएस में बीआईएस के सभी अधिकारियों को बीआईएस इंटरनेट के माध्यम से परिचालित।

संलग्नक :ऊपरोक्त अनुसार

BUREAU OF INDIAN STANDARDS
(Vigilance Department)

Our Ref: Vig/10:13/2021-22

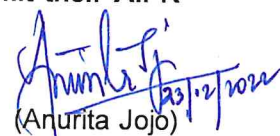
23 December 2022

Sub: Furnishing Annual Immovable Property Return (AIPR) for the year 2022 (as on 01 January 2023) by Group A officers through Online HFMS Module under the Head "Property Declaration" -reg.

All Group 'A' officers are requested to submit their Annual Immovable Property Return (AIPR) for the year 2022 (as on 01 January 2023) as per Rule 18(1)(ii) of CCS (Conduct) Rules, 1964 through online HFMS module available under "Property Declaration" latest by **31st January 2023**.

2. All officers who are submitting their AIPR through HFMS module for the first time are requested to submit/fill up all the details of all the properties held by them, as on date, in the online form using 'Add new' button available under the head "**Property Declaration**" → '**Immov. Prop. Declaration-Emp. Specific**' in HFMS module.
3. The officers who have submitted their AIPR of 2021 through BIS HFMS module need to update the details of properties with respect to change during the year 2022.
 - a) In case of **acquisition of immovable property** during the year 2022, the details of such acquisitions shall be provided in the online form using '**Add new**' button available under the head "Property Declaration" → "Immov. Prop. Declaration – Emp. Specific" in HFMS module.
 - b) In case of **disposal of immovable property** during the year 2022, the details of such disposals shall be provided using '**Add new**' button available under the head "Property Declaration" → Immov. Prop. Declaration – Emp. Specific" and clicking the '**No Property Acquired**' check box. The particulars of disposal such as details of the property, acquired date, mode of disposal (sale, gift etc.) name and address of the person to whom disposed of, value and date of disposal shall be given in the "**Employee Remarks**" text box.
 - c) In case of a '**Nil** transaction (i.e., no acquisition/disposal) of immovable property during the year 2022, the same shall be provided using '**Add new**' button available under the head "Property Declaration" → "Immov. Prop. Declaration – Emp. Specific" and clicking the '**No Property Acquired**' check box and "**Nil transaction (no acquisition/disposal) of Immovable Property in the year 2022**" shall be indicated in the "**Employee Remarks**" text box.
4. It has been observed in certain cases the Annual Immovable Property Return data is only being saved and not submitted. It is, therefore, further requested to **SUBMIT** the AIPR data in module, & that **mere saving of the AIPR data will be treated as non-receipt of AIPR**.
5. It is also requested to submit AIPR only through HFMS module and the Annual Immovable Property Return for the year 2022 (as on 01 January 2023) is not to be submitted before 01 January 2023.

It is brought to the notice of all concerned that in compliance with DoPT guidelines on matter, **vigilance clearance shall be denied to all such officials of BIS who fail to submit their AIPR (as on 01 January 2023) latest by 31 January 2023.**


(Anurita Jojo)

Scientist-D/ Jt. Director (Vigilance)

Circulated to all Departments/Sections at HQrs, Training Institute-Noida, BIS Labs and Regional/ Branch/ Inspection Offices of BIS