Govt. of India, Ministry of Labour & Employment, Labour Bureau, Chandigarh Statement of Annual Immovable Property Return for the year 2012 (as on 1.1.2013)

lame of State, District, ub-Division, Taluk and fillage in which property is situated (full ocation and postal ddress).	Name and details of property housing, lands and other buildings.	Cost of construction/ acquirement including land in case of house and year when purchased	*Present Value	If not in own name state in whose name held and his/her relationship to the Government servant.	How acquired whether by purchase, lease**, mortgage, inheritance gift or otherwise, with date of acquisition and name with details of persons from whom acquired.	Annual income from the property	Remarks.
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*In case where it is not possible to assess the value accurately the approximate value in relation to present conditions may be indicated.

**Includes short-term lease also.

The declaration form is required to be filled in neatly and submitted by every member of Group 'A' and Group 'B' services under relevant provision of the Central Civil Services (Conduct) Rules, 1964, on the first appointment to the service and thereafter at the interval of every twelve months, giving particulars of all immovable property owned, acquired or inherited by him or held by him on lease or mortgage, either in his own name or in the name of any members of his family or in the name of any other dependent on Government

The wording "no change" or "no addition" or "as in the previous year" should be avoided and full details provided.

The IES/ISS/SSS/CSS/CSSS officers are requested to fill the form in duplicate.