

**Immediate
Reminder-I**

No. 6/2/2025-EO(PR)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

Kartavya Bhavan - 03, New Delhi
Dated the 13th January, 2026

To

All Chief Secretaries

(As per standard list)

Sub: Filing of IPRs by IAS officers for the year 2025 (as on 01.01.2026) – Reminders - reg.

Sir/Ma'am,

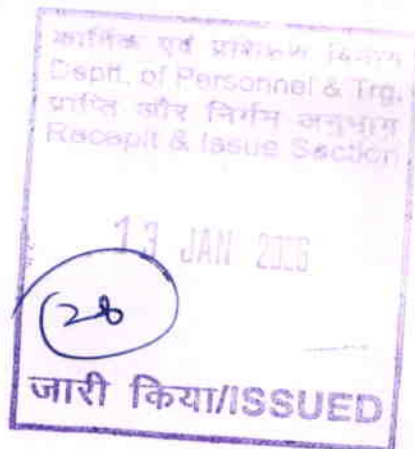
I am directed to refer to this Department's DO letter of even number dated 23.12.2025 (copy enclosed) on the subject cited above. In terms of Rule 16(2) of AIS (Conduct) Rules, 1968 read with the instructions vide OM No.8/9/60-AIS(III) dated 16.02.1960 and OM No.11017/74/93-AIS(III) dated 04.01.1994 issued under this Rule, every member of the service is required to submit annual immovable property return by 31st January of the next year.

2. In view of the above, as the prescribed timeline for filing of IPRs for the year 2025 would end on 31st January, 2026, the State Government is requested to issue necessary instructions to all the IAS officers working in its various departments, to ensure that they submit their IPRs for the year 2025 (as on 01.01.2026) online on the IPR Module of SPARROW, as per the prescribed timeline.

3. It is reiterated that, to avoid unnecessary difficulty to the concerned IAS officers, they may be suitably sensitized to complete the process by eSigning the IPR. Further, the SPARROW accounts of new IAS recruits/inductees may be timely activated so that they can file their IPRs online.

Yours faithfully,

Encl: As above



O/c

(अनिल बाजपेयी /Anil Bajpai)

अवर सचिव । भारत सरकार

Under Secretary | Government of India

☎24010431

मनीषा सक्सेना, भा.प्र.से.
Manisha Saxena, IAS
स्थापना अधिकारी एवं अपर सचिव
Establishment Officer &
Additional Secretary



भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
Government Of India
Department of Personnel & Training
Ministry of Personnel, Public
Grievances and Pensions

Dear Madam / Sir,

DO No. 6(2)/2025-EO(PR)
Dated, the 23rd December, 2025

As you are aware, in terms of Rule 16(2) of AIS (Conduct) Rules, 1968 and the instructions issued vide OMs dated 16.02.1960 and 04.01.1994 under this Rule, every member of the Indian Administrative Service (IAS) is required to submit annual Immovable Property Return (IPR) by 31st January of the next year. Failure on part of the members of the Service to comply with the requirements of the aforesaid provisions constitutes good and sufficient reason for, inter-alia, institution of disciplinary proceedings against them vide this Department's OM No.104/33/2005-AVD-I dated 29.10.2007 and 07.09.2011. Further, vide notification dated 30.12.2021, Rule 3(1) of IAS (Pay) Rules, 2016 has been amended to make timely filing of IPR mandatory for being considered for appointment to the next level of pay matrix.

This Department had introduced online filing of IPR in respect of IAS officers w.e.f. 1st January, 2017 through the SPARROW Module. It is indeed a matter of immense satisfaction that the officers are submitting their IPR either electronically or uploading scanned copy of the manually filled-in IPR, over the years.

This online Module will close automatically after the prescribed timeline i.e. 31st January, 2026 in respect of the calendar year 2025. The officers need not send a hard copy either to their Cadre or to DoPT. Further, it has been noticed in some cases that the officers fill their details online on the IPR SPARROW Portal but inadvertently overlook eSigning the same. Therefore, the IAS Officers may be suitably sensitized to complete the process by eSigning the IPR. Further, the SPARROW accounts of new IAS recruits/inductees may be timely activated so that they can file their IPRs online.

In view of aforesaid background, I shall be grateful if you would issue necessary instructions to all IAS officers working in your Government and its departments, to ensure that they submit their IPRs for the year 2025 (as on 01.01.2026) online in the IPR Module, within the prescribed timeline i.e. from 1st January, 2026 to 31st January, 2026.

Chief Secretaries of the States
(As per standard list)

With warm regards,
Dept. of Personnel & Trg.
प्राप्ति और निगम अनुभाग
Receipt & Issue Section
(29)
24 DEC 2025
जारी किया/ISSUED

Yours Sincerely,

(Manisha Saxena)
23.12.2025