

No. 25/1/2019-CS.II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions,
Department of Personnel & Training
(CS-II Division)

3rd Floor, Lok Nayak Bhawan,
Khan market, New Delhi,
Dated: 7th January, 2019

OFFICE MEMORANDUM

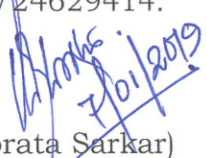
Subject:- Submission of Immovable Property Return (IPR) for the year 2018 (as on 31.12.2018) by officers of Central Secretariat Stenographers Services (CSSS) - regarding

In terms of Rule 18 of CCS (Conduct) Rules, 1964, the immovable Property Return is required to be furnished by the CSSS Officers in the grade of PPS, Sr. PPS and PSO, latest by 31.01.2019. IPR should be submitted by all the CSSS Officers through Web Based Cadre Management System which is hosted at **cscms.nic.in**. A copy of the print out (IPR submitted online) duly signed, should also be submitted to CS.II (A) Section, which is the custodian of Immovable Property Return (IPR) of these Officers. **Stenographers Grade D, PAs & PSs** of CSSS will also submit the print out (IPR) duly signed, to their respective **Admin/Vigilance Division**.

2. Ministries/Departments are therefore, requested that the contents of this O.M. may be widely circulated to the notice of all CSSS Officers/Officials working under their respective control. They should also ensure that the IPR for the year 2018 (as on 31.12.2018) is submitted within the stipulated time by all the CSSS Officers. **The officers are also informed that non-submission of IPR within the stipulated date, would invite the denial of vigilance clearance for empanelment, deputation and applying to sensitive posts and assignment to training programme (except mandatory training) as the IPR status needs to be checked for the said purpose(s).**

3. It is, therefore, requested that all the CSSS Officers may be directed to file their Immovable Property Return (IPR) for the year 2018 (as on 31.12.2018) well in time, latest by 31.01.2019, through Web Based Cadre Management System only. IPRs received beyond the stipulated date, shall not be regarded as conforming to the extant guidelines.

4. In case of any doubt/difficulty about filing the IPR, Sh. Anuj Pratap Singh (CSCMS Engineer), may be contacted at Telephone Nos. 24629890/24629414.


(Chirabrata Sarkar)
Under Secretary to the Government of India
Tele: 24623157

The Deputy Secretary/Director (Admn.)
All Ministries/Departments (Through DoPT Website)