



UNIVERSITY OF HYDERABAD

Office of the Registrar
Establishment Section-I
11 January, 2021

No. UH/E-I/F-327/2021/ 3883

OFFICE MEMORANDUM

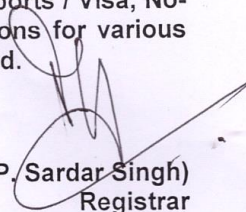
Sub: Filing of Annual Immovable Property Returns for the calendar year
2020 – Reg.

All the Teachers, other Academic Staff, Officers and Non-Teaching staff are requested to furnish their Annual Immovable Property Returns as on 31-12-2020 to the Establishment Sections concerned in the proforma enclosed positively on or before 31st January, 2021. The soft scanned PDF copies of the returns of Faculty and other Academic Staff (Library and Physical Education) may be mailed to the email id : uohestablishmentone@gmail.com and the returns of others (other Non-Teaching staff) may be mailed to email id : establishmenttwo@uohyd.ac.in.

In terms of provisions of **Rule 18(1) (ii) of the CCS (Conduct) Rules, 1964**, all the particulars of the immovable property, whether inherited/owned/acquired/held on lease or mortgaged by the employee either in his/her own name or in the name of a member of family or any other person have to be furnished in the return.

Even if there were no new acquisitions / disposals of immovable property, from the particulars furnished in the previous Annual Property Return, the particulars of all the properties held during the period concerned must be recorded in the AIPR format.

In the event of non-submission of the above mentioned return within the stipulated time of 31st January 2021; apart from initiating disciplinary action against the erring employees; vigilance clearance for various purposes like promotions, financial upgradations, No-objection/ Identity Certificate for passports / Visa, No-objection Certificate for visit abroad and forwarding of applications for various purposes, shall be withheld till submission of the return concerned.


(P. Sardar Singh)
Registrar

To

All the Concerned

Copy to:

1. Chief Vigilance Officer & PVC-I
2. Director (CC & CNF) – with a request to forward the O.M. to all users by email and post it on the University Webmaster.
3. Deputy Registrar (E-I & II)
4. Deputy Registrar (Reservation & Coordination Cell)
5. Assistant Registrar (Rectt/Legal/EC)
6. OSD to Vice-Chancellor
7. PS to PVC-II, Registrar