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Most Urgent

No. Z-20022/01/2023-D
Government of India
Ministry of Health & Family Welfare
Directorate General of Health Services
Central Drugs Standard Control Organization

FDA Bhawan, Kotla Road,
New Delhi-110002
Dated: 19/12/2023

C I R C U L A R

Subj: Submission Information of Immovable Property Return for the year 2023 in respect of Group-A & Group-B Gazetted and Group-B & Group-C Non-Gazetted (Ministerial and Non-Ministerial) Officers of CDSCO(HQ) and Zone, Sub-Zone, Lab and Ports offices – Reg.

In compliance with the existing instructions / provisions contained in Sub-Rule, 18 (2) & (3) of CCS (conduct) Rules, 1964, all Group-A & Group-B Gazetted and Group-B & Group-C Non-Gazetted (Ministerial and Non-Ministerial) officers of Central Drugs Standard Control Organization and working in CDSCO, Zone, Sub-Zone, Lab and Port Offices are requested to furnish the information of Immovable Property Return in their own name or in the name of their family members for the year 2023 in the attached Proforma. **It is stated that the information of IPR should be filled and signed by the officer within the stipulated period from 01.01.2024 to 31.01.2024 for acceptance. It is also mentioned here that the information of IPR be signed by the officer before 01.01.2024 or after 31.01.2024 will not be entertained.**

2. All Group 'A' Group 'B' and Group 'C' Gazetted and Non-Gazetted (Ministerial and Non-Ministerial) Officers are requested to furnish the information of Immovable Property Return for the year 2023 in the attached prescribed Proforma through their DDC(I), Divisional In-charge of Lab and port offices in original to CDSCO(HQ) for consideration for acceptance under CCS (conduct) Rules, 1964. It is mentioned here that at the time of furnishing the return, it may be ensured that usage of phrases such as "same as previous year" or "no change" may be avoided with giving full particulars of information of immovable property return inherited/owned acquired or held on or before 31.12.2023 to put in record.

3. As per the instructions of Government of India, the vigilance clearance may be withheld, if the information of IPR is not filled and signed by the officer between the period from 01.01.2024 to 31.01.2024.

Encl: Proforma.



(Pawan Kumar)
Deputy Director Admn. (D)

1. All employees of CDSCO(HQ), FDA Bhawan, New Delhi.
2. All employees of CDSCO Zone, Sub-Zone, Lab and Port Offices.
3. Sh. David, TDA for uploading on the CDSCO's website.

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Directorate General of Health Services
Central Drugs Standard Control Organization

Information of Immovable Property Return for the year 2023 (as on 01.01.2024)

1. Name of officer:

2. Cadre/Service to which belongs:

3. Present post held

4. Present pay & Level:

Name of Distt. Sub Division Taluk & Village in which the property is situated	Details of Property House, Land and Other Buildings	Present value	If not in own name, state in whose name held & his/her relationship	How acquired? Whether by purchase, lease \$ or mortgage, inheritance, gift or otherwise with date of acquisition & name with detail of person/ persons from whom acquired	Annual Income from the property	Particulars sanction prescribed authority
1	2	3	4	5	6	7

*In case it is not possible to assess the value accurately, the approximate value in relation to present condition may be indicated.
\$ Including short term lease also Note clause not applicable may be struck out.