


STATEMENT OF IMMOVABLE PROPERTY ON FIRST APPOINTMENT AS ON 31<sup>ST</sup> DECEMBER 2013

2/c/s  
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1. Name of the officer (In full) and service to which the officer belongs : GAURAV SINGLA , IPOS (Probationary)
2. Present post held : IPOS, Officer Trainee
3. Present pay : Rs 21,000/-

| Name of the District, Taluk & Village in which property is situated | Name and details of property |       | 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, gift or otherwise with date of acquisition and name with details of person/persons from whom acquired | Annual income from property | Remarks |
|---|------------------------------|-------|----------------|---|--|-----------------------------|---------|
|   | Housing and other building   | Lands |                |   |  |                             |         |
| (1)   | (2)                          | (3)   | (4)            | (5)   | (6)  | (7)                         | (8)     |
| NA  | NA                           |       |                |   |  |                             |         |

  
 (Signature of the officer)  
 Date: 16/12/2013

Inapplicable clause to be struck out.  
 \*Incase where it is not possible to assess the value accurately the approximate value in relation to present condition may be indicated.  
 \*\*Includes short-term lease also.  
 Note : The declaration form is required to be filled in and submitted by every member of Class I and Class II [Group 'A' and Group 'B'] services under Rule 15(3) of the Central Civil Services (Conduct) Rules, 1955 [now Rules 18(1) of the CCS (Conduct) Rules, 1964], on the first appointment to the services 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 person.

**FORM No. II**

**Statement of Liquid Assets on first appointment as on the 31<sup>st</sup> December,.....2013.....**

1. Cash and Bank balance exceeding 3 months' emoluments.
2. Deposits, Loans advances and Investments (such as shares, securities, debentures etc.)

| S. no. | Description   | Name and Address of Company, Bank, etc. | Amount                             | If not in own name, name and address of person in whose name held and his/her relationship with the Government servant | Annual Income derived | Remarks |
|--------|---------------|---|------------------------------------|--|-----------------------|---------|
| 1      | 2             | 3                                       | 4                                  | 5  | 6                     | 7       |
| 1      | Fixed Deposit | HDFC,<br>Gurgaon                        | As per<br>Rs 65374/-<br>Rs 66000/- | -  | Rs 28574/-            |         |
|        |               |   |                                    |  |                       |         |
|        |               |   |                                    |  |                       |         |
|        |               |   | N/A                                |  |                       |         |

Date...16/12/2013.....

Signature .....

Note 1. :- In Column 7, particulars regarding sanctions obtained or report made in respect of the various transactions may be given.

Note 2. :- The term, "emoluments" means the pay and allowances received by the Government servant.

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**FORM No. III**

**Statement of Movable Property on first appointment as on the 31<sup>st</sup> December,.....**

| S. no. | Description of items | Price or value at the time of acquisition and /or the total payments mad up to the date of return, as the case may be in case of articles purchased on hire purchase or installment basis | If not in own name, and address of the person in whose name and his/her relationship with the Government servant. | How acquired with approximate date of acquisition | Remarks |
|--------|----------------------|---|---|---|---------|
| 1      | 2                    | 3   | 4   | 5   | 6       |
| 1      | Motor cycle          | Rs 60,000/- (approx)  | -   | February 2007                                     |         |
|        |                      |   |   |   |         |
|        |                      |   |   |   |         |
|        |                      |   |   |   |         |

Date.....16/12/2013.....

Signature .....

Note 1. :- In this form, information may be given regarding items like (a) jewellery owned by him (total value); (b) silver and other precious metals and precious stones owned by him not forming part of jewellery (total value); (c) (i) Motor Cars, (ii) Scooters / Motor Cycles, (iii) refrigerators / air – conditioners; (iv) radios / radiograms / television sets and any other articles, the value of which individually exceeds Rs. 1,000; (d) value of items of movable property individually worth less than Rs. 1,000 other than articles of daily use such as clothes, utensils, books, crockery, etc., added together as lump sum.

Note 2. :- In Column 5, may be indicated whether the property was acquired by purchase, inheritance, gift or otherwise.

Note2 :- In Column 6, particulars regarding sanction obtained or report made in respect of various transactions may be given.

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**FORM No. IV**

**Statement of Provident Fund and Life Insurance policy on First appointment as on the 31<sup>st</sup> December,.....<sup>26/13</sup>.....**

(a)

| S. no. | Policy No. and date of Policy | Name of Insurance Company | Sum Insured / date of maturity | Amount of annual premium |
|--------|-------------------------------|---------------------------|--------------------------------|--------------------------|
| 1      | 2                             | 3                         | 4                              | 5                        |
|        |                               | N.A                       |                                |                          |
|        |                               |                           |                                |                          |
|        |                               |                           |                                |                          |
|        |                               |                           |                                |                          |

(b)

| S. no. | Type of Provident Funds/ GPF/ CPF Account no. | Closing Balance as last reported by the Audit / Accounts officer along with date of such balance. | Contribution made subsequently | Total | Remarks) if there is dispute regarding closing balance, the figures according to the Government servant should also be mentioned in this column) |
|--------|---|---|--------------------------------|-------|--|
| 1      | 2   | 3   | 4                              | 5     | 6  |
|        |   | N.A   |                                |       |  |
|        |   |   |                                |       |  |
|        |   |   |                                |       |  |
|        |   |   |                                |       |  |

Date.....<sup>16/12/2013</sup>.....

Signature .....<sup>[Signature]</sup>.....

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FORM No. V

Statement Debts and Other Liabilities on first appointment as on the

31<sup>st</sup> December,..... 2013

| S. no. | Amount | Name and Address of Creditor | Date of incurring Liability | Details of Transaction | Remarks |
|--------|--------|------------------------------|-----------------------------|------------------------|---------|
| 1      | 2      | 3                            | 4                           | 5                      | 6       |
|        |        | NA                           |                             |                        |         |
|        |        |                              |                             |                        |         |
|        |        |                              |                             |                        |         |
|        |        |                              |                             |                        |         |

Date..... 16/12/2013

Signature .....

Note 1:- Individual items of loans not exceeding three months emoluments or Rs. 1,000 whichever is less, need not be included.

Note 2:- In Column 6, information regarding permission, if any, obtained from or report made to the competent authority may also be given.

Note 3:- The term "emoluments" means pay and allowances received by the Government Servant.

Note 4:- The statement should also include various loans and advances available to Government servants like advance for purchase of conveyance, house building advance, etc, (other than advances of pay and travelling allowance, advances from the GP fund and loans on Life Insurance Policies and fixed deposits.)

Pending a further review of the question of submission of return or Assets and Liabilities by Government servants prescribed in the Department' s order No. 25/7/65-Ests. (A), dated the 6<sup>th</sup> January, 1973 [published as S.O. 144 in the Gazette of India, Part – II, Section 3 (ii), dated the 20<sup>th</sup> January, 1973] the Central Government, in exercise of the powers conferred by sub-rule (1) of Rule 18 of the Central civil Services (conduct) Rules 1964, and all other powers enabling it in this behalf, directs that action in pursuance of the aforesaid order be held in abeyance until further orders.

[G.I.C.S. (Dept. of Per.), O.M. No. 25/7/65-Estts. (A), dated the 4<sup>th</sup> July., 1973.]

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