



Head Office

Corporate Vigilance Department
New Delhi

Ref : HO/Vig/F-81/2010

Dated 07.01.2010

Subject :- Immovable Property Returns.

As per clause No. 15.22 of Service Rule for officers of IFFCO the Annual Property Returns relating to immovable property are to be submitted to Corporate Vigilance Department by H1 grade employees and above.

All employees are informed that the returns relating to immovable property for the year 2009 (as on 1.1.2010) in respect of grade H1 and above upto Grade 'C' should be submitted as per the enclosed Proforma. Even NIL returns are required to be submitted. The online format is available for eligible employees for filling upto 31.01.2010 without any penalty.

Please ensure that said returns are complete with all relevant informations relating to the immovable property as per Proforma. The expression 'No Change' or 'No Additions' or 'As in the previous year' should not be used as these returns will be rejected.

If the property returns are not submitted by due date a fine of Rs. 100/- for each day's delay would be deducted from salary as per MD's earlier circular.

As regards **movable property**, all such transactions of an IFFCO employee, either in his own name or in the name of any dependent member of his family, shall be reported to the prescribed Authority, if the values of such property exceeds Rs. 15,000/-, in case employee in H1 grade and above, **within one month from the date of such transaction.**



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It has been observed that very few employees submit details of the movable property acquired by them. Employees are reminded that submission of such details, as per the rules, is in their own interest.

(J.N. Sahu)
Chief Vigilance Officer

Distribution :

1. MD/Jt.MD
2. Dir(Tech.)/Dir(CD)/Dir(HRD)/CEO-ICPL/CEO-IKSL/CEO-IKSEZ.
3. All Sr. EDs/EDs
4. All SGMs/GMs/JGMs
5. All ZM's/SMM's/AM's
6. All Officers Association Bearers.
7. All VOs - For wide circulation among Officers.