

No. C-29021/01/2024-CLS(Vig.)
Government of India
Ministry of Labour and Employment

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated the 17 December, 2025

OFFICE MEMORANDUM

Subject: Submission of Annual Immovable Property Return for the year 2025 (as on 31.12.2025) in respect of all CLS Grade "A" officers-reg.

In terms of Rule 18 of CCS(Conduct) rules, 1964, the Annual Immovable Property Return (AIPR) of the year 2025 (as on 31.12.2025) is required to be furnished by the CLS Gr.-"A" Officers latest by 31.01.2026.

2. Non-Submission of the AIPR within the stipulated time period would invite denial of vigilance clearance to CLS officers for empanelment, deputations and cadre clearance applying to sensitive post etc. Further, it may invite violation of CCS (conduct) Rules, 1964 and officers may be liable for disciplinary actions.

3. All CLS Gr.-"A" Officers are accordingly requested to submit their AIPR for the year 2025 (as on 31.12.2025) to CLS (Vig.) Section of the Ministry on or before **31.01.2026** by post or email at clsvig-labour@gov.in as per the format attached herewith.

4. It is also requested that the AIPR may be submitted in the format enclosed herewith. AIPR submitted in variance with the attached format, would not be accepted at all.

Encl: a/a


17/12/2025
(S.R. Datta)

Deputy Secretary to the Government of India

To

1. All CLS Officers through website of the Ministry

Copy to:

1. O/o Chief Labour Commissioner(Central), Shramev Jayate Bhawan, G-4 Sector-10, Dwarka, New Delhi-110075 with the request to circulate the same to field offices of CLC(C)
2. O/o DGLW, Jaisalmer House, New Delhi with the request to circulate the same to field offices of DGLW.
3. Under Secretary, CLS-I, with the request to forward the same to CLS officers posted in factory side.

STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR AS ON 31.12.20

Service :

Name of Officer (in full) _____ Designation: _____ Date of Birth: _____

Ministry/Department/Office _____ CSL No. : _____ Present Pay: _____

Name of District, Sub-Division, Taluk & Village or City in which property is situated	Name & Details of Property Housing, Lands and Other Buildings	Cost of construction /Acquirement including land in case of house and year when purchased	Present Value *	If not in own state in whose name held & his/her relationship to the Govt. Servant	How acquired, whether by purchase, lease**, mortgage, inheritance, gift or otherwise with date of acquisition & name with details of person(s) from whom acquired.	Annual Income from property	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Signature

Date

NOTES:

- 1) * In case where is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated.
- 2) ** Includes short term leases also.
- 3) 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 Rule 18(1) of the CCS (Conduct) Rules, 1964] on the first appointment to the Service 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 member of his family or in the name of any other person dependent on Government servant.
- 4) The wording 'No change or No addition or as in the previous year' may be avoided and full details provided.
- 5) The columns should be filled up neatly in capital letters.