

**National Institute of Fashion Technology**  
**Hauz Khas, New Delhi – 110016.**  
**(NIFT Head Office - Establishment Section)**

1206(2)/NIFT/HO/Vig./Part-II/Estt.

20/09/2017

**CIRCULAR**

**Sub.: Submission of Annual Immovable Property Returns (IPRs) in r/o Group 'A', 'B' and 'C'- adherence of time limit thereof.**

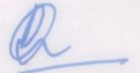
Kind attention of NIFT Officials [Group A, B and C] is invited to the (i) Rule 18(1)(ii) of CCS (Conduct) Rules, 1964 (as amended from time to time) which has a provision for submission of Annual Immovable Property Returns (IPRs) in the prescribed form by 31st January of every year for the preceding year, (ii) the guidelines/instructions/circulars issued by Department of Personnel & Training (DoPT) and the guidelines issued subsequently by Chief Vigilance Officer, NIFT from time to time on the above subject.

Accordingly, all NIFT Officials of Group A, B and C (including those on deputation) are required to submit their IPR by 31<sup>st</sup> January of each year of the previous year. IPR so received in r/o Group 'A' and 'B' may be forwarded to the Vigilance Department, NIFT HO. However, the IPR in r/o Group 'C' employees of NIFT campuses is to be retained by their respective Campus Directors.

It has come to the notice that some of the NIFT employees do not comply with the requirement by the stipulated time. With the result, a lot of difficulties are being faced while processing cases for issuance of vigilance clearance to be issued for various purposes.

Thus, in order to expedite the vigilance clearance certificate for service matters or otherwise, it is once again brought to the notice that all officials are required to submit annual IPR positively by the stipulated date, failing which, it may not be possible to issue Vigilance Clearance Certificate unless this requirement is complied with.

A circular may also be issued by the Campus at their end for submission of IPR by 31<sup>st</sup> January of each year for the previous year. While forwarding the request for Vigilance Clearance, the compliance of the guidelines on the subject be ensured.



**(Raj Bala Chauhan)**  
Dy. Director(Estt.)

To,

1. Directors/Joint Directors of all NIFT Campuses
2. All HODs, NIFT Head Office
3. Director (IT), NIFT head Office, with the request to upload this Circular on the NIFT website.
4. All CPs, NIFT Head Office
5. PS to DG-NIFT
6. Guard file