

NATIONAL SANSKRIT UNIVERSITY

TIRUPATI – 517 507 (A.P.)

F.No.NSUT/Admn./Annual Immovable Property Declaration/2021 Dated 03.01.2022

OFFICE ORDER NO.545

Sub: National Sanskrit University – Administration – Submission of the Return for Annual immovable property from the Group – A and Group-B officers – Permission - Requested - Regarding.

Ref: Note approval of the Vice-Chancellor dated 31.12.2021.

In accordance with the Central Civil Services (Conduct) Rules, 1964, every Government Servant belonging to any service or holding any post included in Group - 'A' and Group-'B' shall submit an Annual Return giving full particulars regarding immovable property inherited by him/her or owned or acquired by him/her or held by him/her on lease or mortgage either in his/her own name or in the name of any member of his/her family in the name of any other person.

All Group-A and Group-B staff of the University are requested to submit the Return on Immovable property for the year 2021 (as on 01.01.2022), on or before **10th January, 2022**, in the form enclosed and each return shall contain complete details.

V.S.S.W.
REGISTRAR
I/c 03/1/22

To

All Concerned

Copy to

The Deputy Registrar
The Assistant Registrar (Admn.)
The Assistant Registrar (Estt.)
The Assistant Registrar (F&A)
The System Analyst with a request to host the Office Order in the website.
PS to Vice-Chancellor
PS to Registrar
PS to Finance Officer
Circular File

NATIONAL SANSKRIT UNIVERSITY:: TIRUPATI

STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 2021 AS ON 01.01.2022

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

ID No.: _____ Present Pay: Rs. _____

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 name, 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 and 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 it 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 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 are to be provided.
- 5) The Columns should be filled up neatly in capital letters.