

Circular Memo No.Rc/ENC/F4/07126/2023

Dated.30.12.2023

Sub: T.S. – Irrigation & CAD Department – Submission of Annual Property Returns for the year- 2023 in respect of all the cadres, ENC's, CE's, SE's, EE's, DEE's and NTPA's- Regarding.

Ref: 1. Govt.Memo No.8350/Ser.II.1/2011-2 dt: 14-12-2011.
2. T.O. Proc. No. Rc/ENC/P2/07126/2006 dt: 16.01.2012.
3. T.O.Circular Memo RC/ENC/I2/07126 dt:22-11-2017.

According to sub-rule (7) of rule 9 of A.P.C.S. (conduct) Rules, 1964, every Government Employee, other than a member of the T.S. Last Grade service and Record Assistant in the T.S. General subordinate services, shall on first appointment to the Government service shall submit a statement of all immovable property, irrespective of its value and movable properties whose value exceeds Rs.1,00,000/- 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, in the forms prescribed in Annexure-I (for immovable properties), Annexure-II (for movable properties) and Annexure-III for Foreign Currency separately. **He/ She shall also submit the Annual Property Returns every year ending with 31st December, before 15th January of succeeding year to the Head of the Department through online. The online facility will be available from 1st January of 2024 onwards for submission of APR's-2023.**

In this connection while drawing the attention of all the Engineer-In-Chiefs/ Chief Engineers and Superintending Engineers it is requested to ensure that all the employees should invariably submit their APRs, by **16.01.2024** In case of the defaulters, stringent action will be initiated as per CCA Rules including entrusting such cases to ACB for a probe/ initiation of departmental action on the defaulters as per Govt. Memo 1st cited.

In the reference 2nd & 3rd cited, the powers were delegated to the respective SE's/CE's/ENC's to maintain hard copies of signed APR's and issue an acknowledgement upon receipt of APR's in respect of AEE's/AE's and below cadres including Circle Scale Establishment within their respective office only. The SE's/CE's/ENC's are requested to furnish report in respect of APR's positively by the end of January both in soft & hard copy duly mentioning the name of the AEE's/AE's and below cadres including Circle Scale Establishment, whether they have submitted their APR's or not, including action taken report in the prescribed proforma.

It is pertinent to mention here that, in the Annexure I&II prescribed for APRs, there is a column for mentioning the details of orders issued treating the transaction as intimation/according sanction for acquiring properties. However, as seen form certain APRs, it is observed that some of the employees are neither obtaining sanction/permission nor making intimation of the acquiring property but simply

mentioning the details of property. Moreover, certain APRs are filled with incomplete details. Therefore, individuals are instructed to submit documentary evidences along with signed copies of APRs (i) if movable property value exceeds Rs.1,00,000/- ii) immovable property irrespective of the value.


Further all the NTPA's, DEE's, EE's, SE's and CE's ENC's are directed to submit their APR's through online from their personal HRMS login and submit a signed hard copy to this office. Soon after receipt of hard copies, Acknowledgements will be generated online and the Acknowledgement can be downloaded from their login. AEE/AE & below cadres shall submit their APR's through online and submit signed hard copy to their respective unit/circle offices and obtain Acknowledgements for future reference.

This Circular and Annexure I, II & III are available in www.irrigation.tg.gov.in, the same may be downloaded and circulate among the concerned staff.

Sd/-

G. Anil Kumar Dt.30.12.2023
Engineer-in-Chief (Admn)

1. All the Engineer-In-Chief's, Chief Engineer's and Superintending Engineer's for taking further necessary action.
2. Copy to all the Engineers-in-Chief for information and for taking further necessary action.
3. Copy submitted to the Special Secretary to Government, I&CAD Department for favor of kind information.
4. Copy to computers section to place the above circular memo in the ENC(Admn) website.
5. Copy to Engineer-in Chief(A) water Resource Department Andhra Pradesh to submit the APR's of Telangana Employees who are working on deputation.
6. Copy to file.


for Engineer-in-Chief (Admn)

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