

Urgent

रक्षा लेखा महानियंत्रक

Controller General of Defence Accounts

उलन बटार मार्ग, पालम, दिल्ली छावनी-110010

Ulan Batar Road, Palam, Delhi Cantt 110010

No. AN/XIII/13006/Vol-XXII

Dated 20.07.2016

To

All PCsDA/CsDA

PCAs/CFAs (Fys)

PIFAs/IFAs (Through Website)

Subject: Declaration of Assets and Liabilities by public servants under section 44 of the Lokpal and Lokayuktas Act. 2013- filing of Returns by public servants on or before **31st July, 2016**-regarding.

Ref'nce: This Hqrs letter bearing No. even dated 13.04.2016.

A copy of the DoP&T OM bearing F No. 407/02/2016-AVD.IV(Lokpal) dated 24.06.2016 on the above subject along with enclosures are attached herewith for information, guidance, necessary action and compliance please.

2. The last date of filing of declaration/ annual returns by public servants under the Lokpal and Lokayuktas Act. 2013 has been prescribed as **31st July, 2016** by Asset amendment Rules, 2016. Non filing of information/ non adherence of said time line may invite action in terms of provisions of Section 45 of the Lokpal and Lokayuktas Act. 2013.

3. All the Controller's / Performa controller's offices are requested to ensure compliance of these Rules by all officers and staff, within the time line, by filing returns of Assets and Liabilities to the competent authority on or before **31st July, 2016**.

Please acknowledge receipt.


(Ajay Mishra)

Chief Vigilance Officer /Jt. CGDA

Copy to :

EDP Wing

} For uploading on the website.

Sd----
(Brij Kishore)
Sr. AO (Admin)

F. No. 407/02/2016-AVD.IV(Lokpal)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

North Block, New Delhi,
Dated: the 24th June, 2016

Office Memorandum

Subject: **Declaration of Assets and Liabilities by public servants under section 44 of the Lokpal and Lokayuktas Act, 2013 - filing of Returns by public servants on or before 31st July, 2016- regarding.**

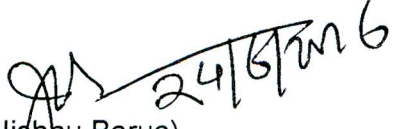
The undersigned is directed to refer to this Department's OM of even number dated 02.04.2016 inviting attention to provisions of Lokpal and Lokayuktas Act, 2013, requiring furnishing of information relating to assets and liabilities by all categories of public servants as defined under section 2(o) read with section 14(1) (a) to (h) of Lokpal and Lokayuktas Act, 2013. In this connection, undersigned is directed to forward herewith copies of the Central Government's notifications dated 20th June, 2016 as regards the following:

- a) that the competent authority in relation to public servants referred in clause (h) of section 14(1) of Lokpal and Lokayuktas Act, 2013, shall be the Minister-in-charge of the Ministry of Home Affairs.
- b) that the competent authority in relation to public servants referred in clause (g) of section 14(1) of Lokpal and Lokayuktas Act, 2013, shall be the Minister-in-charge of the Ministry or Department of the Government of India providing financial assistance to any society, association of persons or trust, referred to in the aforesaid clause.
- c) that the threshold of annual income for societies, association of persons or trusts under the clause (g) of section 14(1) of Lokpal and Lokayuktas Act, 2013 is specified as being "in excess of rupees one crore", for the purposes of their director, manager, secretary or other officer of every other society or association of persons or trust being under the jurisdiction of the Lokpal.

2. All Ministries/Departments are requested to bring to the notice of all concerned, aforementioned notifications inviting attentions to the provisions of the Lokpal and Lokayuktas Act, 2013 and to inform and sensitize the societies/associations of persons/trusts financed by such Ministries/Departments about the requirement of the law and deadlines for filing of necessary declarations/returns within the time-limit mentioned therein. In this connection, this Department's OM No. 407/12/2014-AVD-IV(B) dated 28th March, 2016, whereby revised set of consolidated forms were circulated is also enclosed herewith for ready reference. It may be stressed that the last date for filing of such declarations/annual

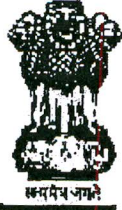
returns under the Lokpal and Lokayuktas Act, 2013 has been prescribed as 31st July, 2016 by Asset Amendment Rules, 2016, thus, the timelines as referred to in the said OM stand modified. The copy of the said OM is being enclosed only for the purpose of providing a complete set of revised forms in which the required declarations/annual returns are required to be filed by all public servants. It may also be brought to the notice of all concerned that non-filing of such information and non-adherence to the said timelines may invite action in terms of provisions of section 45 of the Lokpal and Lokayuktas Act, 2013.

Encl: as above.


(Jishnu Barua)
Joint Secretary to the Govt. of India
Tele: 23093591

To

The Secretary,
Ministries/Departments (as per standard list)



भारत का राजपत्र The Gazette of India

असाधारण

EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (ii)

PART II—Section 3—Sub-section (ii)

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं. 1541]

नई दिल्ली, सोमवार, जून 20, 2016/ज्येष्ठ 30, 1938

No. 1541]

NEW DELHI, MONDAY, JUNE 20, 2016/JYAISTHA 30, 1938

कार्मिक, लोक शिकायत और पेंशन मंत्रालय

(कार्मिक और प्रशिक्षण विभाग)

अधिसूचना

नई दिल्ली, 20 जून, 2016

का.आ. 2154(अ).—केंद्रीय सरकार, लोकपाल और लोकायुक्त अधिनियम, 2013 (2014 का 1) (जिसे इस अधिसूचना में इसके पश्चात उक्त अधिनियम कहा गया है) की धारा 14 की उपधारा (1) के खंड (छ) के साथ पठित धारा 2 की उपधारा (1) के खंड (vii) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, अधिसूचित करती है कि उक्त अधिनियम की धारा 14 की उपधारा (1) के खंड (छ) में निर्दिष्ट किसी व्यक्ति के लिए पूर्वोक्त खंड में निर्दिष्ट सोसाइटी या व्यक्तियों के संगम या न्यास को वित्तीय सहायता प्रदान करने वाले भारत सरकार के मंत्रालय या विभाग का भारसाधक मंत्री सक्षम प्राधिकारी होगा :

परंतु यदि उक्त खंड (छ) में निर्दिष्ट सोसाइटी या व्यक्तियों का संगम या न्यास को सरकार के एक से अधिक मंत्रालयों या विभागों द्वारा वित्त पोषित किया जाता है तो उस मंत्रालय या विभाग का भारसाधक मंत्री, जिसका उक्त सोसाइटी या व्यक्तियों के संगम या न्यास को वित्तीय सहायता के रूप में अभिदाय उस वर्ष, जिसके लिए वार्षिक विवरणी की घोषणा फाइल की जा रही है, अधिकतम है, उस विशिष्ट वर्ष के दौरान ऐसी सोसाइटी या व्यक्तियों के संगम या न्यास के संबंध में सक्षम प्राधिकारी होगा ।

2. इस अधिसूचना के प्रयोजनों के लिए,—

- (i) वित्तीय सहायता के रूप में अधिकतम अभिदाय करने वाले मंत्रालय या विभाग के समक्ष मूल घोषणा या वार्षिक विवरणी फाइल की जा सकेगी और विवरणी की एक प्रति ऐसी सोसाइटी या व्यक्तियों के संगम या न्यास को वित्तपोषित करने वाले सभी अन्य मंत्रालयों या विभागों को भेजी जा सकेगी ;
- (ii) पैरा 1 में निर्दिष्ट लोक सेवकों के प्रवर्ग द्वारा वार्षिक विवरणी तब तक फाइल किया जाना जारी रहेगा जब तक ऐसी सोसाइटी या व्यक्तियों के संगम या न्यास को अनुज्ञात संपूर्ण वित्तीय सहायता का उन प्रयोजनों के लिए पूर्णया उपरोक्त नहीं कर लिया जाता है, जिसके लिए वह अनुज्ञात की गई थी ;

- (iii) सक्षम प्राधिकारी, जिसके पास ऐसी वार्षिक विवरणी फाइल की जानी है, मंत्रालय या विभाग के आधार पर, जिसका उस वर्ष उक्त सोसाइटी या व्यक्तियों के संगम या न्यास को वित्तीय सहायता के रूप में अभिदाय अधिकतम है, वर्ष दर वर्ष भिन्न हो सकेगा ;
- (iv) "प्रत्येक अन्य सोसाइटी" अभिव्यक्ति से ऐसी सोसाइटी अभिप्रेत है, जो लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा 14 की उपधारा (1) के खंड (च) के अधीन नहीं आती है।

[फा. सं. 407/02/2016-एवीडी-IV(लोकपाल)भाग-2]

जिश्नु बरुआ, संयुक्त सचिव

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

(Department of Personnel and Training)

NOTIFICATION

New Delhi, the 20th June, 2016

S.O.2154(E).— In exercise of the powers conferred under sub-clause (vii) of sub-section (1) of section 2 read with clause (g) of sub-section (1) of section 14 of the Lokpal and Lokayuktas Act, 2013 (1 of 2014) (hereafter in this notification referred to as the said Act), the Central Government hereby notifies that for any person referred to in clause (g) of sub-section (1) of section 14 of the said Act, the Minister-in-charge of the Ministry or Department of the Government of India providing financial assistance to any society, association of persons or trust, referred to in the aforesaid clause, shall be the competent authority:

Provided that if a society or association of persons or trust, referred to in the said clause (g) is financed by more than one Ministries or Departments of the Government, the Minister-in-charge of the Ministry or Department, whose contribution as financial assistance to the said society or association of persons or trust is highest in the year for which declaration or annual return is being filed, shall be the competent authority in respect of such society or association of persons or trust during that particular year.

2. For the purposes of this notification,-

- (i) the original declaration or annual return may be filed before the Ministry or Department making the highest contribution as financial assistance and a copy of the return may be sent to all other Ministries or Departments financing such society or association of persons or trust;
- (ii) the annual returns shall continue to be filed by the category of public servants referred to in paragraph (1), till such time the entire financial assistance allowed to such society or association of persons or trust stands fully utilised for the purposes for which it was allowed;
- (iii) the competent authority with which such annual return is to be filed may vary from year to year based on the Ministry or the Department whose contribution as financial assistance to the said society or association of persons or trust is highest in that year;
- (iv) the expression "every other society" means a society not covered under clause (f) of sub-section (1) of section 14 of the said Act.

[F.No.407/02/2016-AVD-IV(Lokpal)Pt.2]

JISHNU BARUA, Jt. Secy.



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EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (ii)

PART II—Section 3—Sub-section (ii)

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं. 1542]

नई दिल्ली, सोमवार, जून 20, 2016/ज्येष्ठ 30, 1938

No. 1542]

NEW DELHI, MONDAY, JUNE 20, 2016/JYAISTHA 30, 1938

कार्मिक, लोक शिकायत और पेंशन मंत्रालय
(कार्मिक और प्रशिक्षण विभाग)

अधिसूचना

नई दिल्ली, 20 जून, 2016

का.आ. 2155(अ).—केन्द्रीय सरकार, लोकपाल और लोकायुक्त अधिनियम, 2013 (2014 का 1) (जिसे इस अधिसूचना में इसके पश्चात् उक्त अधिनियम कहा गया है) की धारा 14 की उप-धारा (1) के खंड (छ) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, सोसाइटी या व्यक्तियों के संगम या न्यास, चाहे किसी भी नाम से ज्ञात हो, (चाहे तत्समय प्रवृत्त किसी विधि के अधीन रजिस्ट्रीकृत हो या नहीं) जिसे पूर्णतया या भागतः सरकार द्वारा वित्तपोषित किया गया है, जैसा कि उक्त अधिनियम की धारा 14 की उप-धारा (1) के खंड (छ) में निर्दिष्ट है, के लोकपाल की अधिकारिता के अधीन होने के लिए वार्षिक आय की रकम “एक करोड़ रुपए” अधिसूचित करती है।

2. इस अधिसूचना के प्रयोजन के लिए केवल केन्द्रीय सरकार द्वारा दिए गए अनुदानों या वित्तीय सहायता को वार्षिक आय का अवधारण करने के लिए विचार में लिया जा सकेगा।

[फा. सं. 407/02/2016/एवीडी-IV(लोकपाल)/भाग - 1]

जिश्नु बरुआ, संयुक्त सचिव

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES
AND PENSIONS

(Department of Personnel and Training)

NOTIFICATION

New Delhi, the 20th June, 2016

S.O. 2155(E).—In exercise of the powers conferred by clause (g) of sub-section (1) of section 14 of the Lokpal and Lokayuktas Act, 2013 (1 of 2014) (hereafter in this notification referred to as the said Act), the Central Government hereby notifies the amount of annual income of society or association of persons or trust (whether registered under any law for the time being in force or not), by whatever name called, wholly or partly financed by the Government as referred to in clause (g) of sub-section (1) of section 14 of the said Act for being under the jurisdiction of Lokpal, shall be “one crore rupees”.

2. For the purpose of this notification only the grants or financial assistance given by the Central Government may be taken into consideration for determining the annual income.

[F. No. 407/02/2016-AVD-IV(Lokpal) Pt. 1]

JISHNU BARUA, Jt. Secy.



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EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (ii)

PART II—Section 3—Sub-section (ii)

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं. 1543]

नई दिल्ली, सोमवार, जून 20, 2016/ज्येष्ठ 30, 1938

No. 1543]

NEW DELHI, MONDAY, JUNE 20, 2016/JYAISTHA 30, 1938

कार्मिक, लोक शिकायत और पेंशन मंत्रालय

(कार्मिक और प्रशिक्षण विभाग)

अधिसूचना

नई दिल्ली, 20 जून, 2016

का.आ. 2156(अ).- केंद्रीय सरकार, लोकपाल और लोकायुक्त अधिनियम, 2013 (2014 का 1) (जिसे इस अधिसूचना में इसके पश्चात उक्त अधिनियम कहा गया है) की धारा 14 के साथ पठित धारा 2 की उपधारा (1) के खंड (ग) के उपखंड (vii) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, उक्त अधिनियम की धारा 14 की उपधारा (1) के खंड (ज) में निर्दिष्ट लोक सेवकों के संबंध में गृह मंत्रालय के भारसाधक मंत्री को "सक्षम प्राधिकारी" अधिसूचित करती है।

2. इस अधिसूचना के प्रयोजनों के लिए,—

- (i) विदेशी अभिदाय (विनियमन) अधिनियम, 2010 (2010 का 42) के अधीन किसी विदेशी होट से प्राप्त संदानों से संबंधित वार्षिक विवरणों का किसी व्यक्ति द्वारा फाइल किया जाना उस समय तक, जब तक पूर्वोक्त संदान की पूर्ण रकम ऐसी सोसाइटी या व्यक्तियों के संगम या न्यास द्वारा पूर्णतया उपयोग नहीं कर ली जाती है, जारी रहेगा, जो प्रत्येक अन्य सोसाइटी या व्यक्तियों के संगम या न्यास (चाहे तत्समय प्रवृत्त किसी विधि के अधीन रजिस्ट्रीकृत हो या नहीं) का निदेशक, प्रबंधक, सचिव या अन्य अधिकारी है या रहा है;
- (ii) "प्रत्येक अन्य सोसाइटी" अभिव्यक्ति से ऐसी सोसाइटी अभिप्रेत है, जो लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा 14 की उपधारा (1) के खंड (च) के अधीन नहीं आती है।

[फा. सं. 407/02/2016-एटीडी-IV(लोकपाल)]

जिश्नु बरुआ, संयुक्त सचिव

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS**(Department of Personnel and Training)****NOTIFICATION**

New Delhi, the 20th June, 2016

S.O.2156(E).—In exercise of the powers conferred under sub-clause (vii) of clause (c) of sub-section (1) of section 2 read with section 14 of the Lokpal and Lokayuktas Act, 2013 (1 of 2014) (hereafter in this notification referred to as the said Act), the Central Government hereby notifies that the “competent authority” in relation to public servants referred in clause (h) of sub-section (1) of section 14 of the said Act, shall be the Minister-in-charge of the Ministry of Home Affairs.

2. For the purposes of this notification,-

- (i) the annual returns relating to receipt of any donations from any foreign source under the Foreign Contribution (Regulation) Act, 2010 (42 of 2010) shall continue to be filed by any person who is or has been a director, manager, secretary or other officer of every other society or association of persons or trust (whether registered under any law for the time being in force or not), till such time the entire amount of the donation aforesaid, received by such society or association of persons or trust stands fully utilised;
- (ii) the expression “every other society” means a society not covered under clause (f) of sub-section (1) of section 14 of the Lokpal and Lokayuktas Act, 2013.

[F.No.407/02/2016-AVD-IV(Lokpal)]
JISHNU BARUA, Jt. Secy.

No. 407/12/2014-AVD-IV(B)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi,
28th March, 2016

Office Memorandum

Subject: Declaration of Assets and Liabilities by public servants under section 44 of the Lokpal and Lokayuktas Act, 2013 –filing of Returns by public servants **on or before 15th April, 2016** - regarding

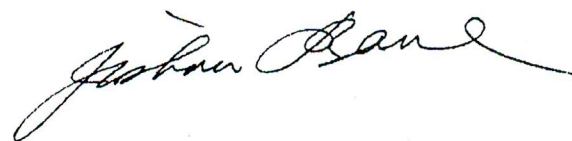
The undersigned is directed to refer to this Department's O.M. of even number dated 11th October, 2015 on the subject mentioned above whereby it was informed that the **last date** of furnishing of information relating to assets and liabilities by public servants under section 44 of the Lokpal and Lokayuktas Act, 2013 was extended upto 15.04.2016.

2. In this regard, it is stated that **there shall be no further extension of the aforesaid last date i.e. 15.04.2016.**

3. The formats to be used for submission of these returns to competent authorities have already been communicated to all concerned vide para-3 of OM of even number dated 18.03.2015. However, a copy of the same is enclosed for ready reference.

4. In this regard, it is informed that :-

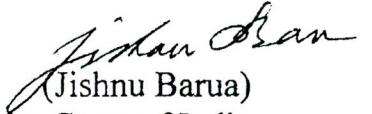
- i. The first return **as on 1st August, 2014** under the Lokpal and Lokayuktas Act, 2013 should be filed **on or before the 15th April, 2016**
- ii. The next return **as on 31st March, 2015** under the Lokpal and Lokayuktas Act, 2013 should be filed **on or before the 15th April, 2016.**
- iii. The annual return **as on 31st March, 2016** under the Lokpal and Lokayuktas Act, 2013 should be filed **on or before 31st July, 2016.**



- iv. The annual return for subsequent years as on 31st March every year should be filed on or before 31st July of that year.

5. All Ministries/Departments and cadre authorities are requested to kindly issue order towards ensuring compliance of above timelines by all officers and staff in the respective Ministry/Department/Organizations/PSUs under their control. This OM may be given wide publicity including publishing the same on the respective websites of Ministry/Department /Organization/PSU.

Encl: As above.


(Jishnu Barua)
Joint Secretary to the Govt. of India
Tel. 23093591

To

1. Secretary

All Ministries/Departments of the Government of India
(as per standard mailing list)

2. The Chief Secretary

All State Government/Administrators, UTs (as per standard mailing list)
{ It is also requested to place this OM on the State Government /UT
Administration websites for information of AIS officers. }

Copy, with a request for similar action, forwarded to:

- (i) Secretary General, Lok Sabha
- (ii) Secretary General, Rajya Sabha
- (iii) Comptroller and Auditor General of India
- (iv) Secretary, Election Commission of India

No.407/12/2014-AVD-IV-B
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel and Training

North Block, New Delhi-110001.
Dated the 18.03.2015.

Office Memorandum

Subject : Declaration of Assets and Liabilities by public servants under section 44 of the Lokpal and Lokayuktas Act, 2013 – Clarification regarding formats to be used for filing returns under the Act.

The undersigned is directed to refer to this Department's DO letter of even No. dated 29th December, 2014 and the O.M. of even No. dated 13th January, 2015 regarding furnishing of information relating to assets and liabilities by public servants under section 44 of the Lokpal and Lokayuktas Act, 2013, forwarding therewith copies of the Central Government's notifications dated 26th December, 2014 containing –

- (a) Amendment to the Lokpal & Lokayuktas (Removal of Difficulties) Order, 2014, for the purpose of extending the time limit for carrying out necessary changes in the relevant rules relating to different services from "three hundred and sixty days" to "eighteen months" , from the date on which the Act came into force, i.e., 16th January, 2014; and
- (b) The Public Servants (Furnishing of Information and Annual Return of Assets and Liabilities and the Limits for Exemption of Assets in Filing Returns) Amendment Rules, 2014, extending the time limit for filing of revised returns (pl see proviso under sub- rule 2 of rule 3 of the principal rules) by all public servants from 31st December, 2014 to 30th April, 2015.

2. In this regard, it is clarified that :-

- (i) The first return (as on 1st August, 2014) under the Lokpal Act should be filed on or before the 30th April, 2015;
- (ii) The next annual return under the the Lokpal and Lokayuktas Act, 2013 for the year ending 31st March, 2015 should be filed on or before 31st July, 2015; and
- (iii) The annual return for subsequent years as on 31st March every year should be filed on or before 31st July of that year.

3. The following Assets & Liabilities Return forms (both in English and Hindi) are enclosed herewith as indicated below :-

A. Declaration to be filed with Return of Assets and Liabilities on First Appointment or as on the 31st March, 20..... (Under Sec 44 of the Lokpal and Lokayuktas Act, 2013.) [Appendix-I of the notification dated 14.07.2014].

B.

(a) **FORM No. I** - Details of Public Servant, his/ her spouse and dependent children[Appendix-II of the notification dated 14.07.2014].

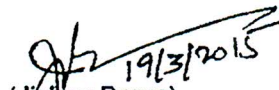
(b) **Modified FORM No. II** - Statement of movable property on first appointment or as on the 31st March, 20...[Appendix-II of the notification dated 14.07.2014 as modified vide notification dated 26.12.2014].

(c) **FORM NO. III** - Statement of immovable property on first appointment or as on the 31st March, 20.... (e.g. Lands, House, Shops, Other Buildings, etc.) [Held by Public Servant, his/her spouse and dependent children] [Appendix-II of the notification dated 14.07.2014].

(d) **Modified FORM No. IV** - Statement of Debts and Other Liabilities on first appointment or as on 31st March, 20.....[Appendix-II of the notification dated 14.07.2014 as modified vide notification dated 26.12.2014].

4. It is requested to ensure that all officers and staff in your Ministry/Department/organizations file the said declarations/returns within the prescribed time-limits, in the afore-mentioned forms.

Enc:- As above.


(Jishnu Barua)
Joint Secretary(V-2)

1. Secretary

All Ministries/Departments of the Government of India
(as per standard mailing list)

2. The Chief Secretary

All State Governments/Administrators, UTs (as per standard mailing list)

Copy , with a request for similar action, forwarded to :

- (i) Secretary General, Lok Sabha
- (ii) Secretary General, Rajya Sabha
- (iii) Comptroller and Auditor General of India
- (iv) Secretary, Election Commission of India

Return of Assets and Liabilities on First Appointment or as on the 31st March, 20.....*
(Under Sec 44 of the Lokpal and Lokayuktas Act, 2013.)

1. Name of the Public servant in full.....
(in block letters)
- 2.(a) Present public position held
(Designation, name and address
of organisation)
- (b) Service to which belongs
(if applicable)

Declaration:

I hereby declare that the return enclosed namely, Forms I to IV are complete, true and correct to the best of my knowledge and belief, in respect of information due to be furnished by me under the provisions of section 44 of the Lokpal and Lokayuktas Act, 2013.

Date.....

Signature.....

* In case of first appointment please indicate date of appointment.

Note 1. This return shall contain particulars of all assets and liabilities of the public servant either in his/her own name or in the name of any other person. The return should include details in respect of assets/ liabilities of spouse and dependent children as provided in Section 44 (2) of the Lokpal and Lokayuktas Act, 2013.

(Section 44(2):A public servant shall, within a period of thirty days from the date on which he makes and subscribes an oath or affirmation to enter upon his office, furnish to the competent authority the information relating to—

- (a) the assets of which he, his spouse and his dependent children are, jointly or severally, owners or beneficiaries;
(b) his liabilities and that of his spouse and his dependent children.)

Note 2. If a public servant is a member of Hindu Undivided Family with co-parcenary rights in the properties of the family either as a 'Karta' or as a member, he should indicate in the return in Form No. III the value of his share in such property and where it is not possible to indicate the exact value of such share, its approximate value. Suitable explanatory notes may be added wherever necessary.

Note 3:— "dependent children" means sons and daughters who have no separate means of earning and are wholly dependent on the public servant for their livelihood. (Explanation below Section 44(3) of Lokpal and Lokayuktas Act, 2013)

FORM No. I

Details of Public Servant, his/ her spouse and dependent children

SL No.		Name	Public Position held, if any	Whether return being filed by him/her, separately
1	Self			
2	Spouse			
3	Dependent-1			
4	Dependent-2			
5.*	Dependent-3			

* Add more rows, if necessary.

Date.....

Signature.....

"FORM No. II

Statement of movable property on first appointment or as on the 31st March, 20...

(Use separate sheets for self, spouse and each dependent child.)

of public servant/spouse/dependent child: _____

No	Description	Remarks, if any
*	Cash and bank balance:	
(i)**	Insurance (premia paid) :	
	Fixed /Recurring Deposit(s) :	
	Shares/Bonds :	
	Mutual Fund(s) :	
	Pension Scheme/Provident Fund	
	Other investments, if any :	
(iii)	Personal loans/advance given to any person or entity including firm, company, trust, etc. and other receivables from debtors and the amount (exceeding two months basic pay or Rupees one lakh, as the case may be):	
(iv)	Motor Vehicles (Details of Make, registration number, year of purchase and amount paid):	
(v)	Jewellery [Give details of approximate weight (plus or minus 10 gms. in respect of gold and precious stones; plus or minus 100 gms. in respect of silver).]	
	Gold:	
	Silver:	
	Precious metals and precious stones:	
	Composite items: (indicate approximate value)***	
(vi)	Any other assets [Give details of movable assets not covered in (i) to (v) above] <ul style="list-style-type: none"> (a) Furniture (b) Fixtures (c) Antiques (d) Paintings (e) Electronic equipments (f) Others [Indicate the details of an asset, only if the total current value of any particular asset in any particular category (e.g. furniture, fixtures, electronic equipments, etc.) exceeds two months' basic pay or Rs. 1.00 lakh, as the case may be.]	

Date

Signature.....

* Details of deposits in the foreign Bank(s) to be given separately.

** Investments above Rs. 2 lakhs to be reported individually. Investments below Rs.2 lakhs may be reported together.

*** Value indicated in the first return need not be revised in subsequent returns as long as no new composite item had been acquired or no existing items had been disposed of, during the relevant year. ”;

FORM NO. III

Statement of immovable property on first appointment or as on the 31st March, 20....
(e.g. Lands, House, Shops, Other Buildings, etc.)

[Held by Public Servant, his/her spouse and dependent children]

Sl. No.	Description of property (Land/ House/ Flat/ Shop/ Industrial etc.)	Precise location of (Name of District, Division, Taluk and Village in which the property is situated and its distinctive number, etc.)	Area of land (in case of land and buildings)	Nature of land in case of landed property	Extent of interest	If not in name of servant, state in whose name held his/her relationship, if any to the public servant	Date of acquisition	How acquired (whether by purchase, mortgage, lease, inheritance, gift or otherwise) and name of person/persons from whom acquired (address and connection of the Government servant, if any, with the person/persons concerned) (Please see Note 1 below) and cost of acquisition.	Present value of the property (If exact value not known, approx value may be indicated)	Total annual income from the property	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

Date.....

Signature.....

Note (1) For purpose of Column 9, the term "lease" would mean a lease of immovable property from year to year or for any term exceeding one year or reserving a yearly rent. Where, however, the lease of immovable property is obtained from a person having official dealings with the Government servant, such a lease should be shown in this Column irrespective of the term of the lease, whether it is short term or long term, and the periodicity of the payment of rent.

"FORM No. IV

Statement of Debts and Other Liabilities on first appointment or as on 31st March,
20.....

Sl. No.	Debtor (Self/ Spouse or dependent children)	Name and address of Creditor	Nature of debt/ liability and amount	Remarks
1	2	3	4	5

Date

Signature.....

Note 1: Individual items of loans not exceeding two months basic pay (where applicable) and Rs. 1.00 lakh in other cases need not be included.

Note 2. The statement should include various loans and advances (exceeding the value in Note 1) taken from banks, companies, financial institutions, Central/State Government and from individuals.”.

पहली नियुक्ति पर या 31 मार्च, 20.....को यथाविद्यमान आस्तियों और दायित्वों की विवरणी
(लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा 44 के अधीन)

1. लोक सेवक का पूरा नाम (स्पष्ट अक्षरों में)
2. (क) वर्तमान में धारित लोक स्थिति
- (पदनाम, नाम और संगठन का पता)
- (ख) किस सेवा से संबंधित है (यदि लागू है)

घोषणा -

यह घोषणा करता हूँ कि लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा 44 के उपबंधों के अधीन, मेरे द्वारा, प्रस्तुत की जाने वाली सूचना की बाबत संलग्न विवरणी अर्थात् प्ररूप 1 से प्ररूप 4 मेरे सर्वोत्तम ज्ञान और विश्वास के अनुसार सत्य और ठीक है।

तारीख.....

हस्ताक्षर.....

*पहली नियुक्ति की दशा में, कृपया नियुक्ति की तारीख उपदर्शित करें।

टिप्पण 1. इस विवरणी में या तो उसके स्वयं के नाम या किसी अन्य व्यक्ति के नाम लोक सेवक की सभी आस्तियों और दायित्वों की विशिष्टियां अंतर्विष्ट होंगी। विवरणी में लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा 44 (2) में यथाउपबंधित पति या पत्नी और आश्रित बालकों की आस्तियों/दायित्वों की बाबत ब्यौरे सम्मिलित होंगे।

(धारा 44(2) लोक सेवक उस तारीख से जिसको वह अपना पदग्रहण करने के लिए शपथ लेता है या प्रतिज्ञान करता है, तीस दिन की अवधि के भीतर सक्षम प्राधिकारी को —

(क) उन आस्तियों के संबंध में जिनका वह उसका पति या पत्नी और उसके आश्रित बालक संयुक्ततः या पृथकतः स्वामी या फायदाग्राही हैं ;

(ख) अपने और अपने पति या पत्नी और अपने आश्रित बालकों के दायित्वों के संबंध में,

सूचना देगा।

टिप्पण 2. यदि कोई लोक सेवक, या तो "कर्ता" या किसी सदस्य के रूप में कुटुंब की संपत्तियों में सह समांशी अधिकारों के साथ हिंदू अविभक्त कुटुंब का सदस्य है तो उसे ऐसे संपत्ति में अपने भाग का मूल्य प्ररूप सं 3 की विवरणी में उपदर्शित करना चाहिए और जहां ऐसे भाग का ठीक मूल्य उपदर्शित करना संभव नहीं है वहां इसका लगभग मूल्य उपदर्शित हो, स्पष्टीकारक टिप्पणियों को जोड़ा जा सकेगा, जहां कहीं आवश्यकता हो।

टिप्पण 3. "आश्रित बालक" से ऐसे पुत्र और पुत्रियां अभिप्रेत हैं जिनके पास उपार्जन का कोई पृथक साधन नहीं है और वे अपनी आजीविका के लिए पूर्णतः लोकसेवक पर आश्रित हैं। (नीचे लोकपाल और लोकायुक्त अधिनियम, 2013 की धारा 44(3) का स्पष्टीकरण

प्ररूप संख्या 1

लोकसेवक, उसके पति या पत्नी और आश्रित बालकों के ब्यारे

क्रम संख्या	नाम	धारित लोक स्थिति यदि कोई हो	क्या विवरणी, उसके द्वारा पृथक रूप से फाइल की जाती है।
1	स्वयं		
2	पति या पत्नी		
3	आश्रित - 1		
4	आश्रित - 2		
5*	आश्रित - 3		

*और पंक्ति जोड़े, यदि आवश्यक हैं

तारीख

हस्ताक्षर.....

प्ररूप सं० 2

पहली नियुक्ति पर या 31 मार्च, 20.....को यथाविद्यमान जंगम संपत्ति का विवरण
(स्वयं, पति या पत्नी और आश्रित प्रत्येक बालक के लिए पृथक शीट का प्रयोग करें)

क्रम सं०	विवरण	टिप्पणियां, यदि कोई हों
(i)*	नकदी और बैंक में अतिशेष :	
(ii)**	बीमा (संदत्त प्रीमियम) :	
	नियत/आवर्ती जमा :	
	शेयर/बॉन्ड :	
	पारस्परिक निधि (निधियां) :	
	पेंशन स्कीम/भविष्य निधि	
	अन्य विनिधान, यदि कोई हों :	
(iii)	किसी व्यक्ति या अस्तित्व जिसके अंतर्गत फर्म, कंपनी, न्यास आदि भी हैं को दिया गया व्यक्तिगत ऋण/अभिदाय (एडवांस) और ऋणियों से प्राप्त अन्य प्राप्तियां और रकम (यथास्थिति, दो मास का मूल वेतन या एक लाख रुपए से अधिक) :	
(iv)	मोटर यान (निर्माण, रजिस्ट्रीकरण संख्या, क्रय करने का वर्ष और संदत्त रकम के ब्यौरे) :	
(v)	आभूषण [अनुमानित भार (सोना बहुमूल्य रत्न की बाबत 10 ग्राम अधिक या कम ; चांदी की बाबत 100 ग्राम अधिक या कम)]	
	सोना :	
	चांदी :	
	बहुमूल्य धातुएं और बहुमूल्य रत्न :	
	मिश्रित मर्दें : (अनुमानित मूल्य उपदर्शित करें)***	
(vi)	कोई अन्य आस्ति : [उपरोक्त (i) से (v) के अंतर्गत न आने वाली जंगम आस्तियों के ब्यौरे दें] (क) फर्नीचर (ख) फिक्सचर (ग) प्राचीन वस्तुएं (घ) रंगचित्र (पेंटिंग) (ङ) इलेक्ट्रानिक उपस्कर (च) अन्य	

(किसी प्रवर्ग की बाबत ब्यौरे तभी उपदर्शित करें यदि उस विशिष्ट प्रवर्ग (अर्थात् फर्नीचर, फिक्सचर, इलैक्ट्रानिक उपस्कर आदि) में सम्मिलित किसी विशिष्ट आस्ति का कुल वर्तमान मूल्य, यथास्थिति, दो मास के मूल वेतन या 1.00 लाख रुपए से अधिक हो)	
--	--

तारीख.....

हस्ताक्षर.....

*विदेशी बैंक (बैंको) में जमाओं के ब्यौरे पृथक रूप से दिए जाएंगे ।

**2 लाख रुपए से अधिक के विनिधानों व्यक्तिगतरूप से रिपोर्ट किए जाएंगे । 2 लाख रुपए से कम के विनिधान एक साथ रिपोर्ट किया जा सकता है ।

***पहली विवरणी में उपदर्शित मूल्य को पश्चातवर्ती विवरणियों में पुनरीक्षित करने की आवश्यकता नहीं है जहां तक सुसंगत वर्ष के दौरान कोई नई संयुक्त मद अर्जित नहीं की गई हो या किन्हीं विद्यमान मदों का निपटारा नहीं किया गया हो ।";

प्ररुप सं0 4

पहली नियुक्ति पर या 31 मार्च, 20.....को ग्याविद्यमान ऋणों और अन्य दायित्वों का
विवरण

क्रम सं0	ऋणी (स्वयं/ पति या पत्नी या आश्रित बालक)	लेनदार का नाम और पता	ऋण/दायित्व की प्रकृति और रकम	टिप्पणियां
1	2	3	4	5

तारीख.....

हस्ताक्षर.....

टिप्पण 1 : उधारों की व्यष्टिक मदों को जो दो मास के मूल वेतन से अधिक नहीं है (जहां लागू हों) और अन्य दशाओं में 1.00 लाख रुपये है, सम्मिलित किये जाने की आवश्यकता नहीं है ।

टिप्पण 2 : विवरण में बैंको, कंपनियों, वित्तीय संस्थाओं, केन्द्रीय सरकार/राज्य सरकार से और व्यष्टियों से लिए गए विभिन्न ऋणों और अभिदायों (एडवांसों) को सम्मिलित करना होगा ।