

MOVEABLE, IMOVEABLE AND VALUEABLE PROPERTY
THE SCHEDULE

[Rule-18(1)]

Return of assets and Liabilities on the first appointment on **31st December-----**

1. Name of the Government Servant in full(in block letters)

2. Service to which he belongs

Total length of service up to date

(i) in non Gazetted rank

(ii) in Gazetted rank

4. Present Post held and place of posting

5. Total annual income from all sources during the Calendar year immediately preceding the 1st January, 2015 to **31st December-----**

6. Declaration :-

I hereby declare that the return enclosed namely, Forms I to V are complete, true and correct as on ----- to the best of my knowledge and belief, in respect of information due, to be furnished by me under the provisions of sub-rule(1) of Rule 18 of the Central Services(Conduct) Rules, 1964.

Dated:-

Signature
(Name of the Government Servant)
Designation with place of posting

STATEMENT OF IMMOVABLE PROPERTY ON FIRST APPOINTMENT/AS ON 31st December -----
 (Lands, houses, shops, other buildings etc.)

#	Description of property	Precise location, Name of Districts, Division, Taluk and Village in which the property is situated and also 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 own name, state in whose name it is held and his/her relationship, if any, to the Government servant	Date of acquisition	How acquired (whether by purchase, mortgage, lease, inheritance, gift or otherwise)and name with details of person/ persons from whom acquired, address and connection of the Govt. servant if any with the person/persons concerned	Value of the property	Particular of sanction of prescribed authority, if any	Total annual income from the property	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13
1												
2												
3												
4												
5												

Date:

Signature

STATEMENT OF LIQUID ASSETS ON FIRST APPOINTMENT AS ON 31st December -----

- 1) Cash and Bank balance exceeding 3 months emoluments
- 2) Deposits, loans advances and investments (such as shares, securities, debentures etc.)

Sr. No	Description	Name and address of Company, Bank etc.	Amount (Rs.)	If not in own name, name & address of person in whose name held and his/her relationship with the Govt. servant	Income derived (Rs.)	Remarks
1	2	3	4	5	6	7
1						
2						
3						
4						
5						
6						
7						
8						
9						

Date:

Signature

STATEMENT OF MOVABLE PROPERTY ON FIRST APPOINTMENT AS ON 31st December -----

Sr. No	Description of Items	Price or value at the time of acquisition and/or the total payments made up to the date of return, as the case of articles purchased on hire-purchase or installment basis.	If not in own name, name & address of person in whose name held and his/her relationship with the Govt. servant.	How acquired with approximate date of acquisition	Remarks
1	2	3	4	5	6
1					
2					
3.					
4.					
5.					
6.					

Date:

Signature

STATEMENT OF PROVIDENT FUND & LIFE INSURANCE POLICY ON FIRST APPOINTMENT 31st December -----

Insurance policies					Provident Fund				
Sr. No	Policy No. & date of policy	Name of Insurance Company	Sum insured/ date of maturity	Amount of annual premium	Type of provident fund/ G.P.F,C.PF Account No.	Closing balance as last reported by the Audit/ Accounts Officer along with date of such balance	Contribution made subsequently	Total	Remarks(if there is dispute regarding closing balance, the figures according to the Govt. servant should also be mentioned in the column
1	2	3	4	5	6	7	8	9	10
1.									

Date:

Signature

STATEMENT OF DEBTS & OTHER LIABILITIES ON FIRST APPOINTMENT AS ON 31st December-----

Sr. No	Amount	Name & address of creditor	Date of incurring liability	Detail of transaction	Remarks
1	2	3	4	5	6
1.					
2					
3					
4					
5					

Date:

Signature