

No. Per. (A-I)A (8)-2/2012
Government of Himachal Pradesh
Department of Personnel (A-I)

From

The Additional Chief Secretary to the,
Government of Himachal Pradesh.

To

All the concerned IAS Officers,
(By name.)

Dated Shimla-2, the 10 January, 2017.

Subject:-

Regarding submission of mandatory Annual Return of Assets and liabilities under Rule 16(2) of AIS (Conduct) Rules, 1968.

Sir/Madam,

I am directed to enclose herewith a copy of D.O. letter No. 6(1)2014-EO(PR) dated 22nd December, 2016 on the subject cited above and to say that the Government of India, DoPT has decided to introduce online filing of IPR for which an IPR Module has been designed which is operational w.e.f. 1.1.2017 to enable the officers to file the return online. The navigation tab for IPR Module has been provided in the menu on Home Page of SPARROW (<https://sparrow.eoffice.gov.in>). Since the application would be available in the SPARROW itself, no separate user ID and password would be required once the officer accesses SPARROW by using his existing user ID and password.

After filing the return online, the officer will have to authenticate it by using the Digital Signature Certificate (DSC) already issued to the officer under SPARROW or through eSign as the IPR module has been eSign-enabled. A provision for uploading the IPR under the tab "Upload Form" has also been provided to enable the officer to scan and upload the IPR in case he/she does not have a DSC/eSign or is not able to use his DSC for any reasons. A 'User Manual-IPR' to facilitate filling up the forms has been provided in the help menu on the Home Page of SPARROW and any difficulty, the officer could send an e-mail at support-sparrow@nic.in (copy enclosed)

In view of the above, you are requested to take further necessary action in the matter accordingly.

Yours faithfully,



(Amarjeet Singh)

Spl. Secretary (Personnel) to the,
Government of Himachal Pradesh.

Email: persbr1-hp@nic.in

Endst. No. As above, dated Shimla-2, the

10 January, 2017..

Copy forwarded to Shri Rajiv Kumar, Establishment Officer & Addl. Secretary, Govt. of India, Ministry of Personnel, PG and Pension, North Block, New Delhi-11001 w.r.t. his D.O. letter No.F.No.6(1)2014-EO (PR), dated 22-12-2016 for information.



(Amarjeet Singh)

Spl. Secretary (Personnel) to the,
Government of Himachal Pradesh.



RAJIV KUMAR
Establishment Officer
& Additional Secretary
Tel: 23092370
Fax: 23093142

सत्यमेव जयते

3.1.17

As (P/S) Dear Sir/Madam

भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
नोर्थ ब्लॉक, नई दिल्ली - 110001
GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES
AND PENSIONS
NORTH BLOCK NEW DELHI-110001
D.O. No. 6(1)/2014-EO(PR)

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O/o the Chief Secretary
Dy. No. 5384/1534
Dated... 4/11/17

06/01/2017 (AD)

December 22, 2016

As per Rule 16(2) of AIS(Conduct) Rules, 1968, all the members of the IAS are required to submit their Immovable Property Returns(IPRs) every year as on 1st January and latest by 31st January. In view of the said rule position, the Members of Service (MoS) have been submitting their IPR to their Cadre Controlling Authorities and a copy to the DoPT.

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Sh. C.P.

2. Since 2011, these IPRs are being uploaded on the DoPT website by the State Governments in respect of officers posted with them. However, it has been noted that because of submission of hard copies of IPR, certain problems viz., IPRs getting lost in transition, IPRs though submitted but not uploaded by the State Government, IPRs without date uploaded in the system, ante-dating of IPR, etc. are still being faced. The date of submission of IPR has assumed further significance due to denial of Vigilance Clearance in case of late submission of IPR since the issue of instructions dated 4.4.2011 of DoPT.

3. In order to avoid such problems, it has been decided to introduce online filing of IPR for which an IPR Module has been designed and would become operational w.e.f. 1.1.2017 to enable the officer to file the return online. The navigation tab for IPR Module has been provided in the menu on Home Page of SPARROW(<https://sparrow.eoffice.gov.in>). Since the application would be available in the SPARROW itself, no separate user ID and password would be required once the officer accesses SPARROW by using his existing user ID and password.

4. After filing the return online, the officer would have to authenticate it by using the Digital Signature Certificate (DSC) already issued to him under SPARROW or through eSign as the IPR module has been eSign-enabled. A provision for uploading the IPR under the tab 'Upload Form' has also been provided to enable the officer to scan and upload the IPR in case he/she does not have a DSC/eSign or is not able to use his DSC for any reasons. A 'User Manual-IPR' to facilitate filling up the forms has been provided in the help menu on the Home Page of SPARROW. In case of any difficulty, the officer could send an e-mail at support-sparrow@nic.in.

5. It is requested that the instructions for online filing of IPR may be immediately circulated among all IAS officers belonging to your State/UT.

9	Shri V. C. Pharka Chief Secretary Government of Himachal Pradesh Secretariat Shimla-171001
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with warm regards

Yours sincerely,

24/12/16
(Rajiv Kumar)

1. The Chief Secretaries of all State Governments/UTs (as per standard list)
2. The Home Secretary, G.O.I w.r.t. IAS Officers of UT Cadre.
3. The Secretaries of all the Central Ministries/Departments for necessary action in respect of IAS officers posted in their Ministry/Department.

