



भारतीय कृषि अनुसंधान परिषद्
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
कृषि भवन, डॉ राजेंद्र प्रसाद मार्ग, नई दिल्ली-110001
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F. No. 1(07)/2018-PMIS

Dated: 24th July, 2023

Office Memorandum

Subject: Uploading Annual Immovable Property Report (AIPR) in PMS Portal

CCS (Conduct) Rules, 1964 mandate Government Servants holding Group 'A' & Group 'B' post to submit Annual Immovable Property Return (AIPR) of a particular year ending in the prescribed format, giving full particulars regarding the immovable property inherited / owned / acquired / held by him / her every year by 31st January of the following year.


2. As of now, the ICAR scientists have been submitting their AIPRs to their respective Institute. Since the Personnel Management System (PMS) Portal for ICAR scientists has inbuilt mechanism/provision for uploading AIPR, it has been decided with the approval of the Competent Authority to ensure uploading of scanned copy of the AIPRs of the scientists on the PMS portal from here onwards.

3. Accordingly, the Nodal Officer (PMIS) shall make sure that the AIPRs of all the scientists posted in the Institute or its RS/RC, pertaining to the year ending 2022 (which they have supposedly submitted in physical mode to the Institute by 31.01.2023), is uploaded on the PMS Portal latest by 31st August, 2023. It may, however, be noted that no scientist uploads fresh AIPR for the year ending 2022 (31.12.2022) on the PMS portal.

4. As regards AIPRs for the years ending 2023 and onwards, the Nodal Officer (PMIS) of the Institute needs to make sure that the AIPRs of all the scientific personnel posted in the Institute (including RS/RC of the Institute) are uploaded by 31st January of the following year.

Illustration: AIPR for the year ending 2023 (as on 31.12.2023) is to be uploaded on PMS Portal by 31.01.2024, and AIPR for the year ending 2024 (as on 31.12.2024) is to be uploaded on PMS Portal by 31.01.2025.

5. The above instructions may be followed in letter and spirit, and strict adherence to the timeline, as per illustration(s) given above, is desired.


(Naresh Kr. Sharma)
Deputy Secretary (Pers./ PMIS)

To

Directors of all ICAR Institutes/Bureaus/NRCs/ATARIs

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