

No. R-20/1/2025-SPG
Government of India
Ministry of Communications
Department of Posts
Personnel Division

Dak Bhawan, Sansad Marg,
New Delhi-110001
Dated: .12.2025

NOTICE

Subject: Submission of AIPR under Rule 18 of Central Civil Services (Conduct) Rules, 1964– reg.

I am directed to invite attention to Rule 18(1)(ii) of the CCS (Conduct) Rules, 1964, which mandates every Government servant to submit an Annual Report giving full particulars of immovable property inherited, owned, or acquired by him/her, either in his/her own name or in the name of any member of his/her family or any other person.

2. DoP&T, vide Circular No. 11/7/2011-EO(PR) dated 04.04.2011, has clarified that non-submission of property returns within the prescribed time shall result in denial of Vigilance Clearance and non-consideration for promotion and empanelment to senior-level posts. It has further been decided that the Annual Immovable Property Returns as on 1st January every year, in respect of All India Service and other Group 'A' Central Service officers, shall be placed in the public domain by 31st January.

3. In view of the above, all Group 'A' officers are hereby directed to submit their Annual Immovable Property Returns (AIPRs) for the year 2025 (as on 01.01.2026), ensuring completeness and strict compliance with the provisions of the CVC Vigilance Manual, 2021. **The AIPRs must be submitted latest by 31st January, 2026.**

4. The AIPRs shall be filed **only through the IPR Module of the SPARROW Portal.** The module shall be disabled after **31.01.2026**, and no request for submission thereafter shall be entertained. Relevant reference documents, such as acquisition and disposal permissions, may be uploaded along with the AIPR for record and future reference.

Yours faithfully,

(Kaushik Banerjee)
Assistant Director General (SPG)

Copy to (Through India Post Website):

1. Sr.PPS to Secretary (Posts) /PPS to Director General Postal Services.
2. Sr. PPS/PPS to All Members, PSB.
3. Sr. Deputy Director General (Vigilance) & CVO /Chief General Manager, Parcel & CS Directorate / PLI Directorate, New Delhi.
4. All Chief Postmasters General/Postmasters General. (With a request to circulate copy of this letter to all concerned officers in the Circle)
5. Director, Rafi Ahmed Kidwai National Postal Academy, Ghaziabad.
6. Addl. DG, APS C/o 56 APO.
7. Secretary, Postal Services Board/ All Deputy Directors General.
8. GM (CEPT), Mysore, with a request to upload the order on India Post Website.
9. All GMs/Directors, Postal Directorate/ Parcel & CS Directorate / PLI Directorate.
10. All Assistant Directors General (ADsG), Postal Directorate/ AGMs, BD & CS Directorate/ PLI Directorate.
11. All IPoS Group 'A' officers on deputation.
12. ADG (Admin), Dak Bhawan with a request to upload order on eOffice notice board.
13. The Section Officer, Vigilance Branch, DOP, Dak Bhawan, New Delhi.
14. CS to Member (P).
15. Guard File.