

No.1/169/2017-Vig/569
Vigilance Department (Head Office)
National Institute of Fashion Technology
Hauz Khas, New Delhi-110016

Dated: 19 December, 2024

CIRCULAR

Subject: Submission of Immovable Property Return (IPR) for the year 2024 (as on 31.12.2024) by the Officers/Officials of NIFT HO/Campuses - reg.


In terms of Rule 18 of CCS (Conduct) Rules, 1964, the Immovable Property Return is required to be furnished by the Officers/officials of NIFT HO/Campuses, **latest by 31.01.2025**. IPR should be submitted by all the Officers/Officials through Web Based NIFT HRapps which is hosted at <https://nifthrapps.ospyn.com>. A copy of the print out of the IPR submitted online duly signed, should also be submitted to DVO of the respective campus or DD (Establishment), NIFT HO in case of NIFT HO officials/officials.

2. Campus Directors/Registrar, NIFT HO are requested that contents of this O.M. may be widely circulated to all Officers/Officials working under their respective control. They should also ensure that IPR for the year 2024 (as on 31.12.2024) is submitted within the stipulated time. The officers/officials may be informed that **non-submission of IPR within the stipulated date would invite denial of vigilance clearance for empanelment, deputation and for applying to sensitive posts, assignments and training programme** (except mandatory training). Relevant instructions issued by DoPT, vide OM No. 11012/11/2007-Estt. A dated 27.09.2011, is also attached herewith.

3. It is, therefore, requested that all may be directed to file their Immovable Property Return (IPR) for the year 2024 (as on 31.12.2024), latest by 31.01.2025, through Web Based NIFT HRapps only. IPRs received beyond the stipulated date, shall not be regarded as conforming to the extant guidelines. It is also stated that the **date of filing of IPR will start from 1 January, 2025**.

4. Ms. Rupali Dhar Choudhary, Assistant Director, Vigilance Department, NIFT HO may be contacted at Telephone No. 011-26542019, if any difficulty is experienced in filing the IPR.

5. Officers appointed in NIFT on deputation basis may file their IPR as per requirement of their parent organizations and a copy of the IPR may be submitted to the DVO of the respective Campus or DD (Establishment) for NIFT HO.


(Rajni Shah) 19/12/24
Vigilance Officer

All Campus Directors of NIFT/ Registrar, NIFT, H.O.

Copy to:

- PS to DG-NIFT
- Director (H.O)/Director (F&A)/Director (NRC)
- Dean (A), NIFT, H.O
- DVO, all NIFT Campuses
- Deputy Director (Estt.), NIFT, H.O
- Director, IT-for uploading on the website of NIFT

स.- 1/169/2017-Vig/
सतर्कता विभाग (मुख्यालय)
राष्ट्रीय फैशन प्रोद्योगिकी संस्थान
हौज-खास, नई दिल्ली-110016

दिनांक- 19 दिसंबर, 2024

परिपत्र

विषय: निफ्ट मुख्यालय/परिसर के अधिकारियों/कर्मचारियों द्वारा वर्ष 2024 (31.12.2024 तक का) के लिए अचल संपत्ति विवरणी (आईपीआर) प्रस्तुत करने के संबंध में।

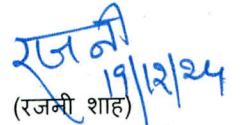
सीसीएस (आचरण) नियमावली, 1964 के नियम 18 के अनुसार, अचल संपत्ति रिटर्न निफ्ट मुख्यालय/परिसर के अधिकारियों/कर्मचारियों द्वारा 31.01.2025 तक प्रस्तुत किया जाना आवश्यक है। वेब आधारित निफ्ट HRapps के माध्यम से सभी अधिकारियों / कर्मचारियों द्वारा आईपीआर प्रस्तुत किया जाना चाहिए जो कि <https://nifthrapps.ospyn.com> पर उपलब्ध है। विधिवत हस्ताक्षरित ऑनलाइन जमा किए गए आईपीआर के प्रिंट आउट की एक प्रति, संबंधित परिसर के उप सतर्कता अधिकारी या उप निदेशक (स्थापना), निफ्ट मुख्यालय (निफ्ट मुख्यालय में कार्यरत अधिकारियों / कर्मचारियों) को भी प्रस्तुत की जानी चाहिए।

2. परिसर निदेशकों/रजिस्ट्रार, निफ्ट मुख्यालय से अनुरोध है कि इस कार्यालय ज्ञापन की विषय-वस्तु उनके संबंधित नियंत्रण में कार्यरत सभी अधिकारियों/कर्मचारियों को व्यापक रूप से परिचालित किया जाये। उन्हें यह भी सुनिश्चित करना चाहिए कि वर्ष 2024 (31.12.2024 को) के लिए आईपीआर निर्धारित समय के भीतर प्रस्तुत किया गया है। अधिकारियों/कर्मचारियों को सूचित किया जा सकता है कि निर्धारित तिथि के भीतर आईपीआर जमा न करने पर पैनल में शामिल होने, प्रतिनियुक्ति और संवेदनशील पदों, असाइनमेंट और प्रशिक्षण कार्यक्रम (अनिवार्य प्रशिक्षण को छोड़कर) पर आवेदन करने के लिए सतर्कता मंजूरी से इनकार किया जाएगा। डी.ओ.पी.टी. के कार्यालय ज्ञापन सं. 11012/11/2007-Estt. A dated 27.09.2011 के माध्यम से जारी संबन्धित अनुदेश संलग्न है।

3. अतः अनुरोध है कि सभी को वर्ष 2024 (31.12.2024 की स्थिति के अनुसार) के लिए अपनी अचल संपत्ति विवरणी (आईपीआर) 31.01.2025 तक वेब आधारित के माध्यम से दाखिल करने का निर्देश दिया जाए। केवल निफ्ट HRapps निर्धारित तिथि के बाद प्राप्त आईपीआर को मौजूदा दिशानिर्देशों के अनुरूप भरा हुआ नहीं माना जाएगा। यह भी सूचित किया जाता है कि आईपीआर दाखिल करने की तारीख 1 जनवरी, 2025 से शुरू होगी।

4. यदि आईपीआर दाखिल करने में कोई कठिनाई होती है तो सुश्री रूपाली धर चौधरी, सहायक निदेशक, सतर्कता विभाग, निफ्ट मुख्यालय से दूरभाष संख्या 011-26542019 पर संपर्क किया जा सकता है।

5. निफ्ट में प्रतिनियुक्ति के आधार पर नियुक्त अधिकारी अपने मूल संगठनों की आवश्यकता के अनुसार अपना आईपीआर दाखिल कर सकते हैं और आईपीआर की एक प्रति संबंधित कैंपस के उप सतर्कता अधिकारी या उप निदेशक (स्थापना) निफ्ट मुख्यालय को जमा की जा सकती है।


(रजनी शाह)

सतर्कता अधिकारी

सभी निफ्ट परिसर के निदेशक/पंजीयक, निफ्ट मुख्यालय

प्रति:

- महानिदेशक-निफ्ट के निजी सचिव
- निदेशक (मुख्यालय)/निदेशक (वित्त एवं लेखा)/निदेशक (एन.आर.सी.)
- डीन (अकादमी)
- सभी निफ्ट परिसर के उप सतर्कता अधिकारी
- उप निदेशक (स्थापना), निफ्ट मुख्यालय
- निदेशक (सूचना प्रोद्योगिकी) - इसे निफ्ट वेबसाइट पर उपलब्ध कराने हेतु

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No. 11012/11/2007-Estt.A
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

New Delhi, Dated 27th September, 2011


OFFICE MEMORANDUM

Subject: Guidelines regarding grant of 'Vigilance Clearance' to members of Central Civil Services / Posts.

The undersigned is directed to say that it has been decided by the Government that officers who have not submitted the Annual Immovable Property Returns by the prescribed time would be denied vigilance clearance and will not be considered for empanelment for senior level posts in Government of India.

2. Accordingly, in this Department's OM No. 11012/11/2007-Estt.A dated 14.12.2007, laying down guidelines regarding grant of vigilance clearance to members of Central Civil Services / Posts, in para 2 a new sub-para (f) will be inserted as under:

(f) Vigilance clearance shall be denied to an officer if he fails to submit his annual immovable property return of the previous year by 31st January of the following year, as required under Government of India decisions under Rule 18 of the Central Civil Services (Conduct) Rule, 1964.


(U.S. Chattopadhyay)
Under Secretary to the Government of India

All Ministries / Departments

Copy to:

1. Prime Minister's Office (w.r.t. their I.D. No. 600/31/C/33/2011-ES2, dated 15.03.2011)
2. Cabinet Secretariat
3. Secretary, CVC
4. UPSC
5. C&AG
6. NIC (DOP&T Cell) with the request to upload this O.M. on the website of DOP&T.

IMMOVABLE PROPERTY RETURN

As IPR Module has been implemented in HR Apps on 02/01/2019 so in order to fill IPR Form through HR Apps The steps need to be followed:

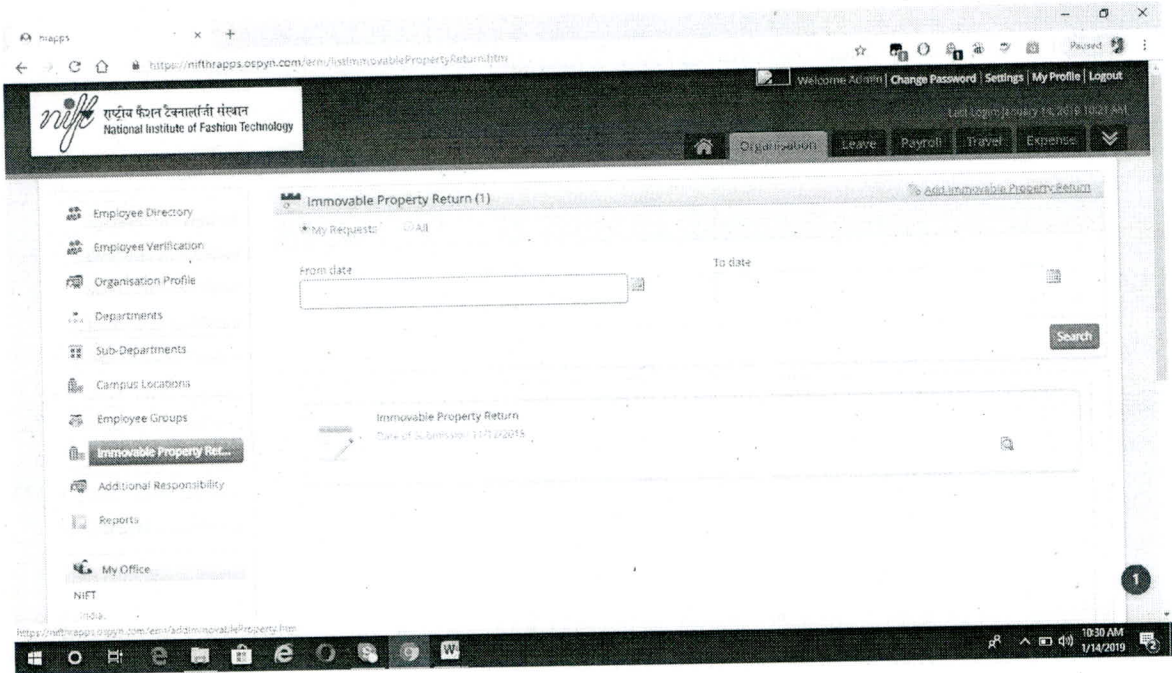
Login Through the employee user ID and Password with the link: <https://nifthrapps.ospyn.com/login>

Click on Organisation Tab-> On the Left hand side click on Immoveable Property Return

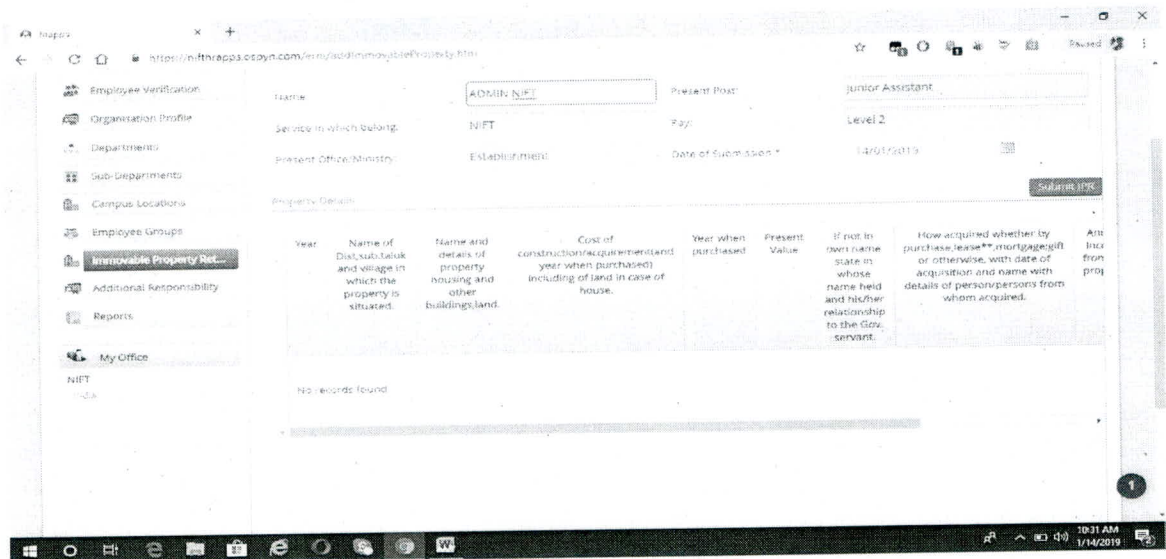
The screenshot displays the NIFT HR Apps interface. The top navigation bar includes the NIFT logo, the text 'राष्ट्रीय फैशन टेक्नॉलॉजी संस्थान National Institute of Fashion Technology', and user options like 'Welcome Admin', 'Change Password', 'Settings', 'My Profile', and 'Logout'. The main content area is divided into three sections: 'Employee Directory', 'My Profile', and 'Today's Birthdays'. The 'Employee Directory' section is active, showing a search bar and a list of colleagues. The 'My Profile' section displays details for Admin NIFT, including designation (Junior Assistant), department (Establishment), campus (NIFT), and joining date (22/09/2014). The 'Today's Birthdays' section lists employees born on Jan 14, such as Anubhamben Rajaram D. D. and Alch. Khamb Singh (Jr) P. D. W. E. S. The bottom status bar shows the user's name 'Sandeep Chandra Praveja (0133)' and the system time '10:29 AM 11/14/2019'.

IMMOVABLE PROPERTY RETURN

At the Top Click on Add Immovable Property Return



Click on Submit IPR



IMMOVABLE PROPERTY RETURN

Fill All the Fields and click on save Button

hrapps

https://nithrapps.osdyn.com/nim/addimmovableProperty.htm

Select

2016(as on 01/01/2019)

2019(as on 01/01/2020)

2020(as on 01/01/2021)

Name of Dist.sub taluk and village in which the property is situated.

Name and details of property housing and other buildings,land

Cost of construction/acquirement(and year when purchased) including of land in case of house.

Year when purchased

Select

Present Value

If not in own name state in whose name held and his/her relationship to the Gov. servant.

How acquired whether by purchase,lease**, mortgage,gift or otherwise, with date of acquisition and name with details of person/persons from whom acquired.

Annual income from the property

Remarks

Submit

10:32 AM
1/14/2019

If The Employee has Multiple Properties

Then After filling the Property details and click on save button then again click on Save button as shown in the screenshot

hrapps

https://nithrapps.osdyn.com/nim/addimmovableProperty.htm

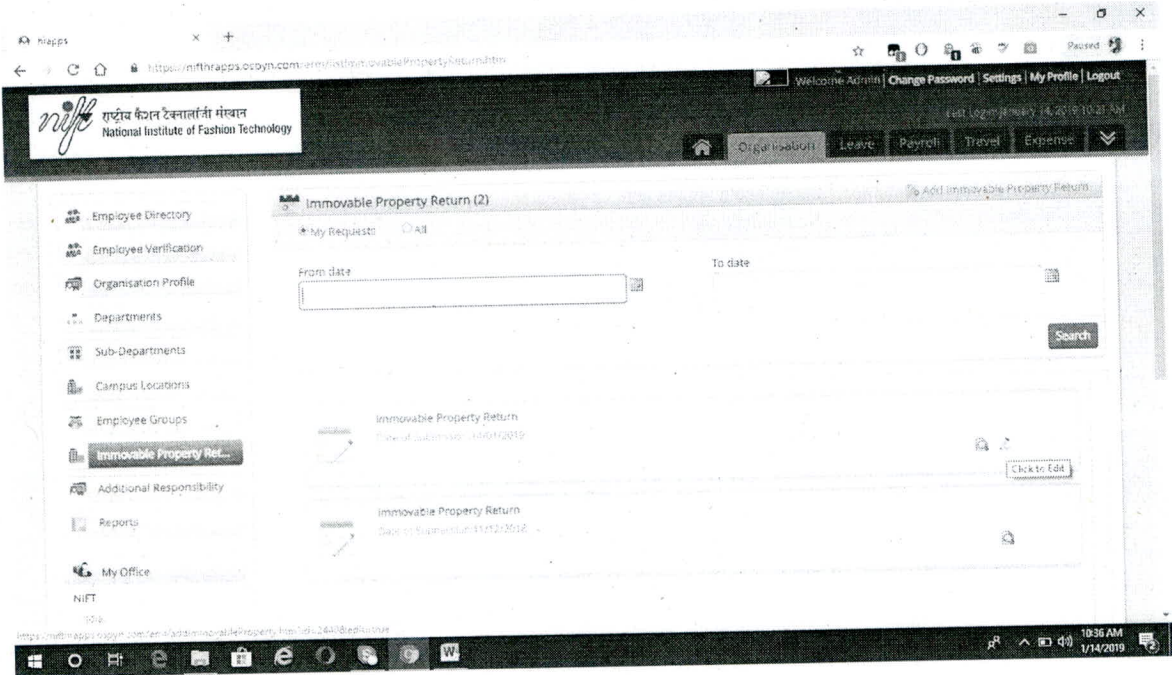
Cost of construction/acquirement(land year when purchased) including of land in case of house.	Year when purchased	Present Value	If not in own name state in whose name held and his/her relationship to the Gov. servant.	How acquired whether by purchase,lease**, mortgage,gift or otherwise, with date of acquisition and name with details of person/persons from whom acquired.	Annual income from the property	Remarks	Date of submission	Action
							14/01/2019	

Save Submit

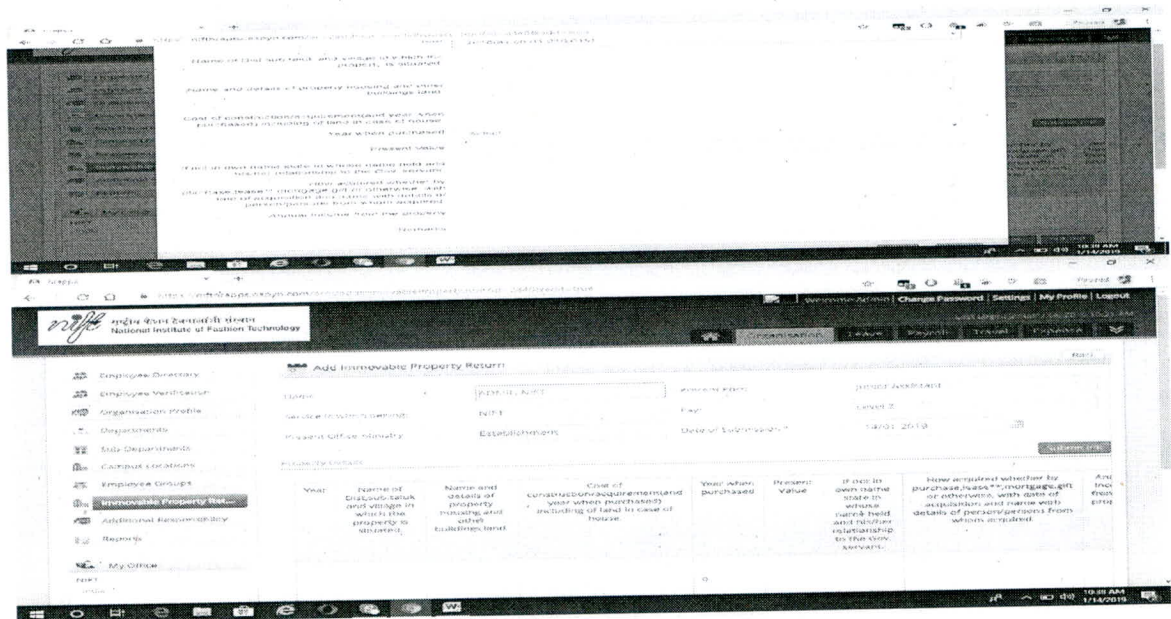
10:34 AM
1/14/2019

IMMOVABLE PROPERTY RETURN

Click on edit Option besides View option in Immoveable Property Return



Click on Submit IPR-> Fill all the details of 2nd Property -> Click on Save .



IMMOVABLE PROPERTY RETURN

Click On Submit Option Once we have filled all the property details.

The screenshot shows a web browser window with the URL <https://niftrapps.ospyn.com/erm/ao/immovableProperty.htm?cid=24403&edit=true>. The page displays a sidebar with navigation options: Campus Locations, Employee Groups, Immovable Property Ret..., Additional Responsibility, Reports, and My Office. The main content area is titled 'Property Details' and features a table with the following columns: Cost of construction/acquirement (and year when purchased) including of land in case of house, Year when purchased, Present Value, How acquired whether by purchase, lease, mortgage, gift or otherwise, with date of acquisition and name with details of person/persons from whom acquired, Annual Income from the property, Remarks, Date of Submission, and Action. The table contains two rows of data, both with a 'Date of Submission' of 14/01/2019. A 'Submit IPR' button is located in the top right corner of the form area. At the bottom right of the form area, there are 'Save' and 'Submit' buttons. A small '1' icon is visible in the bottom right corner of the browser window.

Cost of construction/acquirement (and year when purchased) including of land in case of house.	Year when purchased	Present Value	How acquired whether by purchase, lease, mortgage, gift or otherwise, with date of acquisition and name with details of person/persons from whom acquired.	Annual Income from the property	Remarks	Date of Submission	Action
	0					14/01/2019	
	0					14/01/2019	

Note: After Submitting Employees cannot Edit IPR Details.