



ANNUAL STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR _____

(As on 31st December _____)

1	Name of the Employee	
2	Designation	
3	Total Length of Service in IITN (As on 31 st Dec. of the relevant Year)	
4	Present Pay (Basic)	
5	Name of the District, Sub-Division, Taluka & Village in which Property is situated	
6	Name and details of Property (Housing, Land, Other Buildings Etc)	
7	Present Value	
8	If not in own name, state in whose name held and his/her relationship with the employee	
9	How the Property is acquired? Whether by Lease, mortgage, inheritance, gift or otherwise, with date of acquisition and name with details of person / persons from whom acquired	
10	Annual Income from Property	
11	Remarks, If any	

DECLARATION

I, hereby declare that the above information (from 1 to 11) is complete, true and correct as on 31.12.20____ 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 Central Services (Conduct) Rules, 1964.

Signature of the Employee

FORM No. II**Statement of liquid assets on first appointment**

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

Sl. No.	Description	Name and address of Company, Bank etc.	Amount	If not in own name, name and address of person in whose name held and his/her relationship with the I.I.T. employee	Annual Income derived	Remarks
1	2	3	4	5	6	7

Date :.....

Signature

Note :

- In column 7, particulars regarding sanctions obtained or report made in respect of the various transactions may be given.
- The term "emoluments" means the pay and allowances received by the I.I.T. employee.

FORM No. III**Statement of movable property on first appointment**

Sl. 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 may be in case of articles purchased on hire purchase or installment basis	If not in own name, name and address of the person in whose name and his/her relationship with the I.I.T. employee	How acquired with approximate date of acquisition	Remarks
1	2	3	4	5	6

Date :.....

Signature

Note :

- In this Form, information may be given regarding items like (a) jewellery owned by him (total value); (b) silver and other precious metals and precious stones owned by him not forming part of jewellery (total value); (c) (i) Motor Cars, (ii) Scooters / Motor Cycles, (iii) refrigerators / Air conditioners, (iv) radios / radiograms / television sets and any other articles, the value of which individually exceeds Rs. 1,000; (d) value of items of movable property individually worth less than Rs. 1,000 other than articles of daily use such as clothes, utensils, books, crockery, etc., added together as lumpsum.
- In Column 5, may be indicated whether the property was acquired by purchase, inheritance, gift or otherwise.
- In Column 6, particulars regarding sanction obtained or report made in respect of various transactions may be given.

FORM No. IV**Statement of Provident Fund and Life Insurance Policy on First Appointment**

Insurance Policies				
Sl. No.	Policy No. and date of Policy	Name of Insurance Company	Sum insured / date of maturity	Amount of annual premium
1	2	3	4	5

Provident Fund				
Type of Provident Funds/GPF/CPF 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 I.I.T. employee should also be mentioned in this column)
6	7	8	9	10

Date :.....

Signature

FORM No. V**Statement of Debts and Other Liabilities on First Appointment**

Sl. No.	Amount	Name and address of Creditor	Date of incurring Liability	Details of Transaction	Remarks
1	2	3	4	5	6

Date:.....

Signature

Note:

- Individual items of loans not exceeding three months emoluments or Rs. 1,000 whichever is less need not be included.
- In column 6, information regarding permission, if any, obtained from or report made to the competent authority may also be given.
- The term "emoluments" means pay and allowances received by the I.I.T. employee.
- The Statement should also include various loans and advances available to Government servants like advance for purchase of conveyance, house building advance, etc. (other than advances of pay and traveling allowance, advances from the GP Fund and loans on Life Insurance Policies and fixed deposits).