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F. No. 85-02/2018-Estt./
GOVERNMENT OF INDIA
MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE
ZOOLOGICAL SURVEY OF INDIA
KOLKATA

OFFICE ORDER No. 01 /2026

In pursuance of Rule 18 (ii) of CCS (Conduct) Rules, 1964, the Government Servants belonging to Group 'A', 'B' and 'C' posts pertaining to Zoological Survey of India are hereby directed to submit the Annual Immovable Property Return (AIPR) for the year ending 2025 (as on 01.01.2026) before 31.01.2026.

2. Further, the Government Servants who have Government Mail Id must fill up the AIPR for the year ending 2025 (as on 01.01.2026) through e-HRMS 2.0 Portal (<https://e-hrms.gov.in/ipr>) and a copy of the printout duly signed by them should be forwarded to the undersigned.; whereas, rest who don't have the Gov. Mail are directed to submit the same in the prescribed format enclosed herewith before 31.01.2026.

3. Government Servant who fails to submit the AIPR in time may not be considered for Vigilance Clearance which is required to prepare Pension Papers, Passport, For consideration for empanelment for senior level posts in Government of India, etc.

4. While filing up the AIPR, it may be ensured that usage of phrases as 'same as previous year' or 'no change' are avoided and full particulars of the immovable property inherited by him/her or owned, or acquired by him/her on lease or mortgage either his/her own name or in the name of any member of his/her family or in the name of other person are furnished in terms of aforementioned Rule.

4. This issue is with the approval of the Director, Zoological Survey of India. Hindi version is being issued separately.

Date: 01.01.2026

Digitally signed by
GURUPADA MANDAL
Date: 01-01-2026
13:57:46

(GURUPADA MANDAL)
SCIENTIST 'E' & HEAD OF THE OFFICE

Copy to:

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- ✓ 1. The Officer-in-Charge, Website, ZSI, Kolkata for uploading in the Official website of the ZSI for wide circulation.
 2. The Officer-in-Charge, 16 RC of ZSI, through e-office.
 3. The Divisional/Sectional-in-Charge, ZSI, Kolkata through e-office.
 4. Dr. C Raghunathan, Scientist 'F', ZSI, Kolkata.
 5. Dr. G Maheswaran, Scientist 'F', ZSI, Kolkata.
 6. The Stores Officer, ZSI, Kolkata.
 7. The AO, ZSI, Kolkata.
 8. The ALIO, ZSI, Kolkata.
 9. The Admn. Officer, ZSI, Kolkata.
 10. The DDO, ZSI, Kolkata.
 11. The JAO (B&B), ZSI, Kolkata.
 12. The PA to D, ZSI, Kolkata.
 13. The President, ZSIEA (NG), ZSI, Kolkata.
 - 76 ✓ 14. The President, ZSIEA, ZSI, Kolkata.
 15. The Guard File.

STATEMENT OF IMMOVABLE PROPERTY FOR THE YEAR 2025 (AS ON 01.01.2026)

SERVICE: GENERAL CENTRAL CIVIL SERVICE, GROUP – ' ' ,

NAME: -
Ministry/Department:

DESIGNATION:
Date of Birth:

PAY LEVEL:-
Present Pay: - Rs.

Name of District, Sub-Division, Taluk & Village or City in which property is situated (full location & postal address)	Name & Details of Property Housing, Lands and Other Buildings	Cost of construction /acquirement including land in case of house and year when purchased.	*Present Value	If not in own name, state in whose name held & his/her relationship to the Govt. Servant	How acquired - whether by purchase, lease**, mortgage, inheritance, gift or otherwise with date of acquisition & name with details of person(s) from whom acquired.	Annual Income from the property	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Signature:
Date:
Mobile No.

Note:

- 1) * In case where it is not possible to assess the value accurately, the approximate value in relation to present conditions may be indicated.
- 2) ** Includes short term leases also.
- 3) The declaration form is required to be filled in and submitted by all the Government Servants belonging to Group A,B,C AND erstwhile D under Rule 18 (4) of the CCS (Conduct) Rules, 1964 on the first appointment to the Service and thereafter, at the interval of every twelve months, giving particulars of all immovable property owned, acquired or inherited by him or held by him on lease or mortgage, either in his own name or in the name of any member of his family or in the name of any other person dependent on Government servant.
- 4) The wording "No change" or "as in the previous year" should be avoided and full details provided.