



अखिलभारतीयआयुर्विज्ञानसंस्थान, बीबीनगर, हैदराबाद

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BIBINAGAR, HYDERABAD

"An INI under the aegis of Ministry of Health & Family Welfare, Govt. of India"

हैदराबादमेट्रोपोलिटनक्षेत्र(एचएमआर), तेलंगाना – 508126, भारत

Hyderabad Metropolitan Region (HMR), Telangana-508126, India

संख्या/No. AIIMS/BBN/Admin/354/IPR/Est/

C I R C U L A R

Sub : Submission of Annual Immovable Property Return (AIPR) for the calendar year 2025 (as on 31 Dec 2025) -Reg

1. In accordance with the Rule 18(1)(ii) of the Central Civil Services (Conduct) Rules 1964 and Government of India Ministry of Personnel, Public Grievances and Pension Department of Personnel & Training, Establishment OM F No 11013/7/2014-Estt.A-III dated 05 Jan 2016 and 11013/6/2018-Estt.A.III dated 07 Feb 2019, every Government servant belonging to any service or holding any post including Group 'A', Group 'B' and Group 'C' (including MTS) shall submit an Annual Immovable Property Return (AIPR).
2. The return shall contain **full particulars of immovable property inherited, owned, acquired, or held on lease or mortgage either in the employee's own name, in the name of any member of his/her family, or in the name of any other person.** It shall also include details of **total transactions in shares, securities, debentures, mutual fund schemes, etc., if such transactions exceed six months' basic pay** of the Government servant during the calendar year.
3. All regular employees of this institute are required to file the Annual Immovable Property Return (AIPR) for the calendar year 2025 latest by 31st Jan 2026 in the prescribed format appended to this circular. Expressions like "**NO CHANGE**" or "**SAME AS LAST YEAR**" will not be accepted. Complete details of all immovable properties owned, acquired, inherited or held on lease/mortgage either in their own name, in the name of family member, or in the name of any other person must be furnished along with details of eligible financial transactions as stated above.
4. As per DOPT OM No 11013/12/93-Estt.(A) dated 24 Jan 1994, failure to comply with the provisions of Rule 18(1)(ii) of the CCS(Conduct) Rules, 1964 shall be treated as a good and sufficient reason for instituting disciplinary proceedings against the concerned government servant.
5. It is further informed that Vigilance Clearance for Promotion, Deputation, Appointment, Assignment or Training Programme, Mandatory Training, Obtaining Passport/Visa, Foreign Travel, forwarding application for outside job, Voluntary retirement, Probation Completion, Pay level Change/ Pay up-gradation or for any other purpose shall not be issued in case of non-submission of the AIPR by the due date.
6. All regular employees are directed to ensure submission of the return to the Establishment Section on or before **31st Jan 2026.**
7. This is issued with the approval of the Competent Authority, AIIMS Bibinagar and is for strict compliance.

Signed by

Shyam Siddharth Rao Patharla

Date: 24-12-2025 11:28:50

संकाय प्रभारी प्रशासन /Faculty I/C Administration

प्रतिलिपि/Copy to:-

1. Executive Director, AIIMS Bibinagar
2. Dean (A), Dean (R), Dean (E)
3. Medical Superintendent
4. DD(A)
5. All Faculty, AIIMS Bibinagar
6. Chief Vigilance Officer
7. Financial Advisor/ Accounts Officer
8. Principal, CON / CNO- to kindly circulate among CON Faculty/ NO's & SNO's

9. Nodal Officer, IT Cell – kindly arrange to upload on the institute website under “Staff Circulars”
10. AAO- to kindly circulate among non-faculty & non-nursing Group-A/B/C employees
12. Office copy

FORM NO 1

अखिलभारतीयआयुर्विज्ञानसंस्थान, बीबीनगर, हैदराबाद
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Hyderabad Metropolitan Region (HMR), Telangana-508126, India

STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 20 (AS ON 31 DEC)

1. Name of Officer (in full) _____

3. Designation & Employee ID: _____

2. Service to which the Officer belongs: **AIIMS, Bibinagar, Hyderabad**

4. Present Pay: _____

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 (and year when purchased) including of land in case of house	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 property	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Signature

Name

Designation

Date

Note

- 1) * In case where 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 every member of Class/ and Class II services under relevant provisions of Conduct Rules and 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 No addition or as in previous year may be avoided and all details filed up.
- 5) AIS officers are requested to fill the form in duplicate.

**FORM FOR GIVING INTIMATION UNDER RULE 18 (4) OF CCS
(CONDUCT) RULES, 1964 FOR TRANSACTIONS IN SHARES,
SECURITIES, DEBENTURES AND INVESTMENT TO
MUTUAL FUND SCHEMES ETC.**

1.	Name and designation	
2.	Scale of Pay and present pay.	
3.	Details of each transaction made in shares securities, debentures, mutual funds scheme etc. during the calendar year.	
4.	Particulars of the party/firm with whom transaction is made :-	
	(a) Is the party related to the applicant?	
	(b) Did the applicant have any dealings with the party in his official capacity at any time or is the applicant likely to have any dealings with him in the near future.	
5.	Source or sources from which financed :-	
	(a) Personal savings.	
	(b) Other sources giving details	
6.	Any other relevant fact which applicant may like to mention.	

Declaration:-

I hereby declare that the particulars given above are true.

Station : Bibinagar

Signature:

Date :

Designation