

No.45020/20/2021-IPS.II  
Government of India/Bharat Sarkar  
Ministry of Home Affairs/Grih Mantralaya  
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North Block, New Delhi-1  
Dated, the 11 December, 2023

11 DEC 2023

To,

**The Chief Secretaries of all State Governments/UTs  
The Director General of Police of all State Governments/UTs**

**Sub:- Online filing of Immovable Property Return (IPR)-2023 by  
IPS officers-reg.**

Sir,

I am directed to refer to the subject cited above and to state that in terms of Rule 16(2) of All India Services (Conduct) Rules, 1968, every member of the service shall submit his/her Immovable Property Return (IPR) in the prescribed form by 31<sup>st</sup> January of every year in respect of the previous year ending 31<sup>st</sup> December.

2. The Immovable Property Return for the year 2023 is required to be filed online **latest by 31.01.2024** at <https://ips.gov.in> or <https://sparrow-ips.eoffice.gov.in> by using existing nic-e-Mail ID and password. In this connection, a 'User Manual' to facilitate filling up the online Immovable Property Return (IPR) is available at welcome page of SPARROW. The Immovable Property Return for the year 2023 online, after filing, is required to be authenticated by using the Digital Signature Certificate (DSC) already issued under SPARROW. Immovable Property Return filed in any other form shall not be accepted.


3. It is clarified that filing of Immovable Property Return under Rule 16 of the All India Services (Conduct) Rule, 1968 by all IPS officers is **mandatory**. In case the officer fails to submit the IPR (online) within the stipulated time limit, his/her vigilance clearance will be denied in terms of DoPT OM No.104/76/2022-AVD.IA dated 28.09.2022. Furthermore, as per DoPT notification dated 30.12.2021, timely submission of IPR has been made mandatory for appointment in the next level of pay in the pay matrix. **No request for condonation of delay in filing of IPR will be entertained by the Ministry of Home Affairs.**

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4. In view of the above, it is requested that these instructions may widely be circulated to all concerned officers for strict compliance. In case of any difficulty in accessing IPR module through SPARROW, the grievances may be sent to **support-sparrow@nic.in** or **sparrow.ips@nic.in**.

Yours faithfully,

  
(Sushma Chauhan)  
Director (Police)  
Tel. No.2309 4387

**Copy forwarded for necessary action to:**

1. All Ministries/Department of Government of India.
2. PMO/President Secretariat/Cabinet Secretariat.
3. Director, CBI.
4. Secretary (S), Cabinet Secretariat.
5. DGs, BSF/CRPF/CISF/SSB/ITBP/NSG/NIA/NCB/BPR&D/Civil Defence.
6. JS (UT Division), Ministry of Home Affairs, New Delhi-in respect of AGMUT Cadre.
7. Director NPA, NCRB, NICFS, NEPA.
8. Director (NIC-MHA)- for uploading on MHA website under what's new and Immovable Property Return (IPR) - related orders/instructions.

✓ 9. SOCIT, MHA - Please upload the above documents on MHA website under what's new & Immovable Property Return (IPR) - related orders/instructions.