

**By Speed Post**

No.45020/34/2018-IPS.II  
Government of India/Bharat Sarkar  
Ministry of Home Affairs/Grih Mantralaya

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North Block, New Delhi-1  
Dated, the 16 November, 2018.

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)- 2018 by IPS officers – reg.

Sir,

In terms of Rule 16(2) of All (India) Servicews (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. Earlier, it was decided that IPS officers would file the Immovable Property Return through online and in this regard, this Ministry had issued the instructions vide letter number 45020/14/2016-IPS.II dated 13.12.2016 (for the year 2016) and letter No.45020/29/IPS.II dated 11.12.2017 (for the year 2017).

3. All the IPS officers would file the Immovable Property Return for the year 2018 through online in the same manner as per the instructions issued vide letters dated 13.12.2016 and 11.12.2017. In this regard, an application, namely, IPR (Immovable Property Return) has already been designed to enable the officer to file the return online. Since the application would be available in the SPARROW itself, no separate user ID and password would be required once the officer accesses SPARROW (<https://ips.gov.in> or <https://sparrow-ips.eoffice.gov.in>) by using **his existing nic-e-Mail ID** and password.

4. After filing the above return online, the officer would have to authenticate it by using the Digital Signature Certificate (DSC) already issued to him under SPARROW. In this connection, a 'User Manual' to facilitate filling up the online Immovable Property Return (IPR) is available at welcome page of SPARROW.

5. 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. The Immovable Property Return for the year 2018 is required to be filed latest by 31.01.2019. 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.104/33/2005-AVD.I dated 7.9.2011. No request for condonation of delay in filing of IPR for the year 2018 will be entertained by the Ministry of Home Affairs.

6. In view of the above, it is requested that these instructions may be widely circulated to all concerned officers for strict compliance in respect of filing Immovable Property Returns for the year 2018 under the provisions of the AIS(Conduct) Rules, 1968 within the prescribed time limit through online. Immovable Property Return in any other form will not be accepted. In case of any difficulty in accessing IPR module through SPARROW the officer could send their grievances through e-mail at [support-sparrow@nic.in](mailto:support-sparrow@nic.in) or [sparrow.ips@nic.in](mailto:sparrow.ips@nic.in).

Yours faithfully,



(Mukesh Sawhney)

Under Secretary to the Government of India

Tele. No. 2309 4038

Copy forwarded for necessary action to:

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