



क्षेत्रीय आयुर्विज्ञान संस्थान, इंफाल: मणिपुर
REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL, MANIPUR
(स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्थान)
(An Autonomous Institute under the Ministry of Health & Family Welfare, Govt. of India)

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C I R C U L A R

Imphal, the 06th January, 2025

No. 1(A)IPR/2023 – RIMS: / 8432 In pursuance of Rule 18 of the CCS (Conduct) Rules, 1964, all Group 'A' and 'B' employees (other than Contract Employees and Daily Wagers) of RIMS, Imphal, are required to submit their Annual Immovable Property Returns. Accordingly, all concerned Head of Departments/ Unit/ Section and all Hostel Wardens, RIMS, Imphal, are requested to issue necessary instructions to all his/her subordinates to submit their Annual Immovable Property Return to the Section Officer (General) in the prescribed Proforma, **latest by Wednesday, the 15th January, 2025**. The Proforma for the Immovable Property Return, 2024, is enclosed herewith.

2. This issues with the approval of Director, RIMS, Imphal.

R.K. Mecolt Singh
06/01/25

(R.K. Mecolt Singh)

Deputy Director (Admn.),

Copy to:

1. PS to Director, RIMS, Imphal.
2. The Medical Superintendent, RIMS, Hospital, Imphal.
3. The Principal, Dental College, RIMS, Imphal
4. The Principal, College of Nursing, RIMS, Imphal.
5. All Head of Departments, / Units / Sections, RIMS, Imphal.
6. All hostel Wardens, RIMS, Imphal.
7. All Section Officers, RIMS, Imphal.
8. The System Administrator, RIMS, Imphal - for uploading the above notice on RIMS website
9. Order book.
10. Notice Board.

They are requested to kindly ensure that the employees working under them, submit their Property Returns within the prescribed time limit

ANNUAL IMMOVABLE PROPERTY RETURN

Statement of Immovable Property for the year 2024 (as on 31/ 12/2024)

1. Name of the Officer (in full) & service to which the Officer belongs :
2. Present post held :
3. Present pay :
4. Date of Birth :

Name of District Sub – division , Tq. & Village in which property is Situating	Name & details of property		Present value	If not in own name , status in whose name led & his /her Relationship to the Govt. servant	How acquired , whether by purchase, lease, mortgage in heritance , gift or otherwise with date of acquisition & name with details of person / persons from whom acquired.	Annual income from the property	Remark
	Housing & other building	Lands					
1	2	3	4	5	6	7	8

SIGNATURE

DATE

Inapplicable clause to be struck out

- In case where it is not possible to assess the value accurately the approximate value in relation to present condition may be indicated.
- Include short term lease also
- The wording No change or No addition or as in previous year may be avoided and all details filled up .

Note : The declaration form is required to be filled in and submitted by member of class I and class II(Group A and Group B) services under Rule 15 (3) of the central Civil Services (conduct) Rules 1955 (now Rule 18 (1) of the CCS (conduct) Rules 1964, on the first appointment to the service