

The Odisha State Police Housing & Welfare Corporation Ltd.
Bhoinagar, Bhubaneswar-751022

No. 3733/OPHWC,

Dated 9.1.21/2021

To

All Officers/Staff (Regular)/*Contractual*
(All APMs of Division Offices through Joint Manager)
OSPH&WC.

Sub: Submission of Property Statement for the year 2020
(01.01.2020 to 31.12.2020).

The prescribed format for submission of Property Statement for the year 2020
(01.01.2020 to 31.12.2020) is enclosed herewith to record all your assets movable and
immovable and the value thereof as on 1st January 2021.

You are requested to comply with the above and submit Property Statement by
the 1st week of May 2021 in the prescribed format without fail.

The Property Statement shall be written by the officer/employee in his/her own
hand and submitted in a sealed envelope of size 10"x6" for the period from 01.01.2020
to 31.12.2020 with a forwarding letter addressed to the undersigned by enclosing the
sealed envelope. The sealed envelope should contain the name, designation of the
officer/employee and his/her dated signature super-scribing "Property Statement for
the year 2020 (01.01.2020 to 31.12.2020)".

If the Property Statement is not submitted according to the above instruction,
the sealed envelope shall be returned to the sender requesting him/her to mention this
information on the body of the envelope.

- Encl:- 1. Format (2 pages)
2. Resolution of GA & PG. Department,
Govt. of Odisha (3 pages)

[Signature]
Dy. General Manager (Admn.)

**APPENDIX - A
FORM**

Name (in full) of Officer:
 Designation: Place of Posting:
 Pay: Period from to

A. Immovable Property

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Sl. No.	Precise location	Area	Nature of land	Extent of interest	Value	In whose name (self, wife, child, dependant, other relation or benamidars) the asset is or was	Date and manner of acquisition or disposal	Remarks
(1)								

(2) Houses

Sl. No.	Precise location	Extent of Interest	Value	In whose name (self, wife, child, dependant, other relation or benamidar) the asset is or was	Date and manner of acquisition or disposal	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

(3) Immovable properties of other description (including mortgages and such other rights).

Sl. No.	Brief description	Extent of Interest	Value	In whose name (self, wife, child, dependant, other relation or benamidars) the asset is or was	Date and manner of acquisition or disposal	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

B. Movable Property

(1) Cash, Bank balance, Credit, Insurance Policies, Shares, Debentures etc.

Sl. No.	Description of items	Value	In whose name (self, wife, child, dependant, other relation or benamidars) the asset is or was	Date and manner of acquisition or disposal	Loans that may have been given to others	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

(2) Other movable (including jewellery and other valuable, motor vehicle, refrigerators and other articles or materials of value exceeding two months basic pay for each item (Both Gazetted and Non-Gazetted Officers).

Sl. No.	Description of items	Value	In whose name (self, wife, child, dependant, other relation or benamidar) the asset is or was	Date and manner of acquisition or disposal	Remarks
(1)	(2)	(3)	(4)	(5)	(6)

I hereby declare that the declaration made above is completed, true and correct to the best of my knowledge and belief.

Date:

Signature:

Note (1)- The categories of assets noted in brackets in above heads are only illustrative and not meant to be exhaustive. In case of jewellery and ornaments their total weight in tolas and their cash value should be given in column 3 of Form B(2).

Note(2)- The filling the Form, endeavour should be made to provide Government with as complete a picture as possible of the Government servant's assets and no asset of appreciable value should be omitted by reason of any literal interpretation of the directions given.

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GOVERNMENT OF ODISHA
GENERAL ADMINISTRATION AND PUBLIC GRIEVANCE DEPARTMENT

RESOLUTION

No. 4920 /Gen., Bhubaneswar, dated, the 12th February, 2021.
PT1-GAD-SC-GCS-0128-2014

Subject:- Compulsory submission of annual property statement by all Group/ranks of Government Servants and Peoples' Representatives and to place them in the public domain for access of general public.

The State Government is committed to ensure a transparent and corruption free administration. As a step further in the above pursuit, Govt. has decided to make submission of annual property statement by Government servants of all group & ranks and public representatives mandatory and to place the same in the public domain for access of everybody.

At present the submission of annual property statement by the Govt. servants is being regulated as per provisions of Rule-21 of the Odisha Government Servants' Conduct Rules, 1959. These rules are required to be amended to implement the above decision of the Government.

Pending amendment of the provisions of the Conduct Rules, 1959, the following modalities shall be followed scrupulously to implement the above decision of the Government :

1. Annual property returns as on 1st Jan of each year will be filed by each employee by 31st Jan of the year. Employees will be unable to submit their PAR online in HRMS unless the property return is submitted. Besides, up-to-date filing of property return will be a pre-requisite for promotions.
2. Suitable provision will be made in HRMS to enable the above requirements. CMGI will also enable public access of the property returns filed online in HRMS.
3. The PAR custodians of the Departments (for Group-B, C and D) may be authorised to download and authenticate the property statement following instructions issued by GA & PG Department in case such statements are required in a DP or in criminal case. For Group-A officers, GA & PG (S.E.) branch shall continue to be the custodian for the purpose of authentication.
4. For Group-D employees, the officer in charge of the establishment will upload the property statement on obtaining the same from those who cannot upload online in HRMS.
5. Declaration of assets afresh by Government servants within three months of marriage, as required u/r 21 may be done away with since the Government employee shall submit his/her property return each year.
6. Since the employee will submit his/her property statement online, the concept of competent authority for submission of property statement will be deleted.
7. State Government employees are, at present, required to obtain prior permission for purchase of movable assets whose value is more than two months' basic pay. This is done away with. Instead, employees will intimate any such transaction immediately to the head of office besides mentioning such transaction in the annual property return.
8. Consequent upon online submission, the concept of "Sealed Cover" submission of Property statement and their maintenance by GA & PG Department is done away with.

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9. In the rule-21, the provision of seeking prior approval, if not buying from a reputed dealer, since not defined, will be omitted. Prior approval will be required only in case the property is being bought from someone with whom the employee has had official dealings in the past or the property is located outside the country.
 10. Benami transactions are prohibited as per the Benami Transactions (Prohibition) Act, 1988. Hence the word 'benamidar' in Rule-21 will be deleted.
 11. AIS officers shall submit their Immovable Property Return on the GoI portal, as usual. This information is already available in public domain and can also be accessed by Lokayukta. Besides, AIS officers are also required to intimate the authority on purchase of movable property where cost is more than two months' basic pay. A copy of such statement will also be sent to the Lokayukta by the concerned officers.
 12. State Government employees shall submit their annual property return (both movable and immovable) online as usual. The present portal will be designed to allow access, to public as well as the Lokayukta, to his information.
 13. All the public representatives shall submit their property return (both movable and immovable) annually online. Existing format used by Government employees will be utilized for filing the property returns, by the public representatives. The concerned departments (PA/H&UD/PR&DW) will develop online system to enable public representatives to upload property statement and allow access to public as well as Lokayukta on the respective websites of their department. User credentials will be issued to each public representative to upload the property statement.

ORDER: Ordered that the Resolution be published in an extraordinary issue of the Odisha Gazette for general information and copies be forwarded to all Departments/Heads of Departments/all Collectors.

Order of the Governor



Additional Chief Secretary to Government

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Memo No. 4921 /Gen., Dated the 12th February, 2021

Copy forwarded to the Odisha Gazette Cell in-charge, Odisha Gazette Cell, C/o. Commerce Department for information with request to publish the Resolution in the extraordinary issue of the Odisha Gazette and supply 200 copies of the same to this Department for official use.

Gen
12-2-2021
Special Secretary to Government

Memo No. 4922 /Gen., Dated the 12th February, 2021

Copy forwarded to the Director of Printing, Stationery & Publication for information with a request to publish the Office Memorandum in the extra-ordinary issue in the Odisha Gazette and Supply 200 copies to this Department for official use.

Gen
12-2-2021
Special Secretary to Government

Memo No. 4923 /Gen., Dated the 12th February, 2021

Copy forwarded to all Departments of Government/ all Heads of Departments/ all Collectors/ Registrar, Odisha High Court/ Special Secretary, Odisha Public Service Commission, Cuttack/ Secretary, Odisha Staff Selection Commission, Bhubaneswar/Secretary, Odisha Sub-ordinate Staff Selection Commission, Bhubaneswar for information and necessary action.

The Director, Odisha Bhasa Pratisthan, Sanskruti Bhawan, State Museum Campus, Bhubaneswar-14 is requested to take action w.r.t. this Department Memo No. 30208/Gen., dated 24.10.2019.

Gen
12-2-2021
Special Secretary to Government

Memo No. 4924 /Gen., Dated the 12th February, 2021

Copy forwarded to all Branches of G.A. & P.G. Department / Guard file (10 copies)/ G.A. & P.G. Department Library (10 copies) for information and necessary action.

Gen
12-2-2021
Special Secretary to Government

Memo No. 4925 /Gen., Dated the 12th February, 2021

Copy forwarded to the G.A.&P.G. (A.R. Cell) Department with a request to post this Resolution in the website of G.A. & P.G. Department for general information.

Gen
12-2-2021
Special Secretary to Government