



महालेखाकार का कार्यालय (लेखा एवं हक), त्रिपुरा :: अगरतला  
**OFFICE OF THE ACCOUNTANT GENERAL (A&E),  
TRIPURA, AGARTALA - 799006**

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**Circular No. 246**

**Dated: 05/01/2026**

## **Circular**

As per the provision of Rule **18(1)(ii)** and **18 (4)** of CCS(Conduct) Rules 1964 all the officers/officials belonging to **Group- A** (IAAS & Non IAAS), **Group-B** (Gazetted and Non-Gazetted) & **Group 'C'** shall submit an annual returns in prescribed format (**copy enclosed**), giving full particulars of the **immovable property** inherited by him or owned or acquired 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.

In view of the above, all the officers/officials belonging to Group- B (Gazetted and Non-Gazetted) & Group 'C' of this office are instructed to furnish **Annual Immovable Property Returns** (offline) by **13/01/2026** and officers belonging to Group-A (IAAS & Non IAAS) **through SPARROW** (online) by **13/01/2026** giving full particulars of the immovable property **as on 31/12/2025**. Particulars may be furnished for **"Self"** and **"Dependents"** separately in the respective forms.

*sd/-*  
Sr. Accounts Officer/Admn.

### **Hindi version follows**

Memo No. Estt(A&E)/Property-return/2025/ 44727-735

Dated: 05/01/2026

Copy to:

1. Secretary to AG (A&E) for kind appraisal of AG.
2. P. A. to Sr. DAG (A&E), for Sr. DAG's statement.
3. All BOs
4. All the AAOs/ Supervisors/ *are requested to bring the content of the circular to all staff under their control and ensure submission of IPR- upto 31/12/2025 of staff working under them.*
5. Sr. DP - **to circulate through Website/Bulk SMS.**
6. Deputation Table - instructed to convey the same to the officers/officials who are on deputation in various offices.
7. DA Cadre Table-  $\Rightarrow$  instructed to call for the same from the DA cadre officers/officials.
8. Notice Board
9. Hindi Table

*sd/-*  
Sr. Accounts Officer/Admn.



**FORM for SELF**  
**STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 2025**  
**AS ON 31.12.2025**

1. *Name of the officer (in full) :  
 & Service to which the  
 officer belongs*

2. *Present Post held*

*Pay (Pay band & Level):*

*Date of Birth:*

<i>Name of District, Sub- Division Taluka and Village in which Property is situated</i>	<i>Land &amp; Details of Property</i>			<i>If not is own name state in whose name held and his/her relationship to the Government Servant</i>	<i>How acquired whether by purchase, lease**, mortgage, inheritance gift or otherwise with date of acquisition and name with details of person/persons from whom acquired</i>	<i>Annual Income from property</i>	<i>Remarks; Please indicate details of permission obtained from departmen t</i>
	<i>Housin g</i>	<i>Land</i>	<i>Presen t Value *</i>				
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>

*Place :*

*Date:*

*Signature of Govt. Servant*

*Struck out which is not applicable.*

*\* In case where it is not possible to assess the value accurately the approximate given value in relation to present condition may please be indicated.*

*\*\* Includes short term lease also.*



**FORM for DEPENDENTS**  
**STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 2026**  
**AS ON 31.12.2025**

1. **Name of the officer (in full) :**  
**& Service to which the**  
**officer belongs**

2. **Present Post held**

**Pay (Pay band & Level):**

**Date of Birth:**

Name of District, Sub-Division Taluka and Village in which Property is situated	Land & Details of Property			If not is own name state in whose name held and his/her relationship to the Government Servant	How acquired whether by purchase, lease**, mortgage, inheritance gift or otherwise with date of acquisition and name with details of person/persons from whom acquired	Annual Income from property	Remarks; Please indicate details of permission obtained from department
	Housing	Land	Present Value*				
1	2	3	4	5	6	7	8

**Place :**

**Date:**

**Signature of Govt. Servant**

*Struck out which is not applicable.*

\* *In case where it is not possible to assess the value accurately the approximate given value in relation to present condition may please be indicated.*

\*\* *Includes short term lease also.*