



MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

[A Central University established by an Act of Parliament]

Dr Ambedkar Administrative Building, Near O.P. Thana, Raghunathpur, Motihari - 845 401, District - East Champaran, Bihar

Email: osdadmin@mgcub.ac.in

F. No. 2-2/MGCUB/GA/2020/4530

Dated: 18th February 2020

C I R C U L A R

1. Pursuant to Office Memorandum No. C-19011/7/2017-Vig dated 9th January 2020 issued by Ministry of Human Resource Development, Department of Higher Education (Vigilance Section) and Rule 18 (1) (ii) of the CCS (Conduct) Rules, it is to inform to all employees of the University that Annual Immovable Property Return for the previous year (i.e. as on 31st December) is to be submitted in the prescribed format (**Annexure-I**) latest by 2nd March 2020 (**Monday**).
2. Accordingly, all concerned are requested to submit his/her Annual Immovable Property Return of the previous year (i.e. as on 31st December) in the prescribed format (**Annexure-I**) to the office of the undersigned latest by 2nd March 2020 (**Monday**).
3. It may please be noted that vigilance clearance shall be denied to a faculty members/ administrative officials who fail to submit his/her annual immovable property return of the previous year by 2nd March 2020.

(Signature)
18-2-2020
(DR PADMAKAR MISHRA)

MAHATMA GANDHI CENTRAL UNIVERSITY
Camp Office, Near O.P. Thana
Raghunathpur, Motihari - 845 401
District - East Champaran, Bihar (INDIA)

Copy of the above forwarded to the following for information and necessary please:

1. The OSD (Finance), MGCU
2. The Controller of Examinations, MGCU
3. All the Deans of different Schools, MGCU
4. All the Heads of the different Departments, MGCU - with the request to bring the same to the notice of all faculty under their respective Departments
5. Deputy Registrar (Academic), MGCU
6. All the Officers and Staffs, MGCU
7. Public Relations Officer, MGCU
8. System Analyst, MGCU - with the request to upload the same on the University website.
9. Section Officer (Finance / Chanakya Parisar), MGCU
10. PS to the Vice-Chancellor- for kind information of the Hon'ble Vice-Chancellor please.
11. Guard File

(Signature)
18/02/2020
(DINESH HOODA)

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Annexure-I

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STATEMENT OF IMMOVABLE PROPERTY RETURN FOR THE YEAR 2019 AS ON 31st DECEMBER 2019

Name..... Designation

Department..... Pay (as per 7th CPC).....

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:

Please strike out whichever is not applicable

Signature of Employee

* 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.