



## परमाणु ऊर्जा शिक्षण संस्था

(परमाणु ऊर्जा विभाग का स्वायत्त निकाय, भारत सरकार)

### ATOMIC ENERGY EDUCATION SOCIETY

(An Autonomous Body under Department of Atomic Energy, Govt. of India)

केंद्रीय कार्यालय, वेस्टर्न सेक्टर, पऊशिसं-6, अणुशक्तिनगर, मुंबई-400094

**CENTRAL OFFICE**, Western Sector, AECS-6, Anushaktinagar, Mumbai-400094

दूरभाष / Telephone : 2556 5049 / 2550 3328 / 2557 1501 / 2550 3310

वेबसाइट / website : [aees.gov.in](http://aees.gov.in) ईमेल आय. डी. /email id : [per-conf-aees@nic.in](mailto:per-conf-aees@nic.in)



AEES/4(5)/R&V/2020/C-219

31<sup>st</sup> December, 2020

**Sub: Filing of Annual Immovable Property Returns by Group 'A' and Group 'B' staff members of AEES for the year ending 2020 - reg.**

This is with reference to AEES letter No. AEES/10(1)/2012-Vig/4822 dated 21/08/2012 wherein the directives of Governing Council of AEES were conveyed to all the Heads of AEC Schools/Jr. College to obtain the Annual Immovable Property Returns (AIPRs) from all the employees of Group 'A' and Group 'B' category in the prescribed format (copy enclosed as format - I) at the end of every calendar year.

2. In this connection, it is informed that for the calendar year ending 2020, the full particulars of all Immovable Property owned, acquired or inherited or held by them on lease or mortgage either in their name or in the name of any members of their family or in the name of any other person is required to be filled by the Group 'A' and Group 'B' officers of AEES in this prescribed format. **In terms of Rule 18 of CCS (Conduct) Rules, 1964, no employee shall, except with the previous knowledge of the competent authority, acquire or dispose of any immovable property.**

3. **Information regarding acquisition/disposal of Immovable Property, if any, during the calendar year 2020 is also to be furnished in the current year format along with the immovable property details furnished in the last year.**

4. All Heads of AEC Schools/Junior Colleges are therefore, requested to instruct the Group 'A' and Group 'B' staff members of their respective Schools/Junior Colleges to fill the Annual Immovable Property Returns for the **calendar year 2020** in online proforma using AEES employee portal **latest by 31/01/2021**. It may also be noted that AIPR-2020 is to be filled online only and no hard copies need to be sent.

...2/-

5. Non-filings of property returns constitutes good and sufficient reasons for constituting disciplinary action against the delinquent official. Hence, all Heads of AEC Schools/Junior College are requested to ensure strict compliance in filing the AIPR by all the concern staff members working under him/her. A dated acknowledgement of the circular from all staff members may be obtained.

6. All the staff members may be informed to log in to the portal by entering their employee ID and password by clicking the link available under the Vigilance tab of AEES website [www.aees.gov.in](http://www.aees.gov.in). The link **will be made available in this regard from 04/01/2021 and will be disabled by 31/01/2021**. All the staff members of Group A and Group B of respective schools be asked to comply with these guidelines within the given period. A flow chart as to how to fill up the online proforma is enclosed for ready reference.

This issues with the approval of competent authority.

Encl: as above.

  
(P.LAHIRI)  
Secretary

#### All Heads of AEC Schools/Junior Colleges

Copy to:

1. Office of Chairman, AEES
2. Office of Secretary, AEES
3. Chief Administrative Officer, AEES
4. Principal & Head, Academic Unit, AEES
5. Accounts Officer, AEES
6. Administrative Officer-III, AEES
7. AAO(Sal/Pension)(Bills/PF), AEES
8. AAO(R&V/E)/AAO(PC), AEES
9. Dy. Head, Academic Unit, AEES ....

With a request to upload the information in this regard on the AEES website immediately and host the web service from AEES Server.