



भाकृअनुप उत्तर पूर्वी पर्वतीय क्षेत्र अनुसंधान परिसर  
 ICAR Research Complex for North Eastern Hill Region  
 भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research  
 उमरोई रोड, उमियम, मेघालय - 793103 Umroi Road, Umiam, Meghalaya -793103  
 (आईएसओ 9001:2015 प्रमाणित संस्थान ISO 9001:2015 Certified Institute)



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F. No. ICARNEH/ AIPR/3/2023

Dated 12.12.2024

**CIRCULAR**

In pursuance of Council Circular F. No./ Admn. /33-1/2017 Estt.I dated 05.01.2017, it is an obligation for all Group "A" and "Group B" status officers to submit an Annual Immovable Property Return (AIPR) statement in respect of the Immovable property inherited/ owned/ held/ on lease/ mortgage by him/ her as per prescribed format every year under Rule 18(1) (ii) of the CCS (Conduct) Rules 1964.

Therefore, all officers of ICAR Research Complex for NEH Region and its Regional Centers are requested to submit their Annual Immovable Property Return (AIPR) for the year ending 2024 latest by **31.01.2024**.

All Head of Regional Centers, In-charge KVKs/Heads of Divisions/ Sections ICAR Research Complex for NEH Region are requested to compile the AIPRs of all their staffs and ensure forwarding the same to the Undersigned so that the physical copies are received at ICAR NEH Region Umiam positively before **31.01.2025** as well.

Please avoid expressions like "No change" or "Same as last year". If an officer does not own any property, he/ she should state 'Nil' in the return. Those who fail to submit the same within the prescribed deadline are liable to be denied Vigilance Clearance for various purposes as per the ICAR/ GoI instructions.

*However, as instructed by Council vide Office Memorandum dated 05.01.2024 (Copy enclosed), all the scientific personnel are requested to upload their AIPR in eHRMS 2.0 Portal and forward the same copy at [icarnehsparrow@gmail.com](mailto:icarnehsparrow@gmail.com) for further needful and records*

It may also be informed that the staffs who are on Sanction leave (Study Leave, EL, CL, CCL etc.) are also required to submit their AIPR via email at [icarnehsparrow@gmail.com](mailto:icarnehsparrow@gmail.com) to the Undersigned.

*G. G. Harakangi*

(G. G. Harakangi)  
 Chief Administrative Officer (Sr. G)

*12/12/2024*

Distribution:

1. All Head of Regional Centers/ In-charge KVKs, ICAR Research Complex for NEH Region for information and circulation.
2. Heads of Divisions/ Sections for information and circulation.
3. The CAO (Sr. G)/ Sr. FAO/Vigilance Officer/ AAOs/Estate Cell/Vehicle Cell/Farm Manager ICAR Research Complex for NEH Region, Umiam for information and circulation.
4. PPS to the Director ICAR Research Complex for NEH Region, Umiam for information.
5. Website / Notice Board.



भारतीय कृषि अनुसंधान परिषद्  
INDIAN COUNCIL OF AGRICULTURAL RESEARCH

कृषि भवन, डॉ राजेंद्र प्रसाद मार्ग, नई दिल्ली-110001  
KRISHI BHAWAN, Dr. RAJENDRA PRASAD ROAD, NEW DELHI -110001

F. No. 1(07)/2018-PMIS

Dated: 05.01.2024

Office Memorandum

**Subject: Uploading of Annual Immovable Property Report (AIPR) in PMS Portal**

Reference Council's O.M. of even number dated 24<sup>th</sup> July, 2023 (copy enclosed) inter-alia providing for uploading AIPRs of all the scientific personnel posted in the ICAR Institutes (including Regional Station/Regional Centre of the Institute) by 31<sup>st</sup> January of the following year.

2. In this connection, it is stated that the Nodal Officer (PMIS) in each ICAR Institute shall, in addition to the duties already entrusted to him/her, make sure that the AIPRs pertaining to the year ending 2023 (as on 31.12.2023) of all the scientists posted in the Institute or its RS/RC, which they need to submit in physical mode and also on eHRMS 2.0 Portal (wherever functional) positively and without fail by 31.01.2024, is uploaded on the PMS Portal latest by 02<sup>nd</sup> February, 2024.

3. The above instructions may be followed in letter and spirit, and non-compliance of the afore-said timeline shall be viewed seriously.

(Naresh Kr. Sharma)  
Deputy Secretary (Pers./PMIS)

To

Directors of all ICAR Institutes/Bureaus/NRCs/ATARIs

Copy to:-

1. Office of Secretary (D) & DG, ICAR.
2. Office of Addl. Secretary (D) & Secretary, ICAR.
3. Office of DDGs, ICAR.
4. ADG (ICT), ICAR HQ
5. JS (P), ICAR HQ
6. DS (P- I/II/III) with request to ensure uploading of AIPRs of scientists/RMPs posted at ICAR HQ
7. US (P-I/II/III)/ US (P-IV/AU/PMIS/CR Cell)
8. Guard File

Note: Please download the copy of this OM according to requirement as the same is not being distributed separately.