



राष्ट्रीय बीज निगम लिमिटेड
(भारत सरकार का उपक्रम मिनिरत्न कम्पनी)
बीज भवन, पूसा परिसर
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No. NSC/Vig./22(1)/Prop/2011/2230

Date: 28th December, 2022

CIRCULAR

SUBJECT: SUBMISSION OF ANNUAL PROPERTY RETURN FOR THE YEAR ENDING DECEMBER 2022 UNDER NSC (CONDUCT, DISCIPLINE & APPEAL) RULES 2013.

1. Reference is invited to this office circular of even number dated 14.01.2021 on the above subject.
2. It is again reiterated that as per sub-rule 6 of Rule No.26 of NSC (Conduct, Discipline & Appeal) Rule, 2013, every employee is required to submit Annual Property Return on movable, immovable properties, inherited/owned/ acquired as on 1st day of January every year. Annual Property Return (APR) in Prescribed format should be submitted to Vigilance Division before 31st January of every year.
3. It is therefore, once again clarified that Annual Property Return be submitted correctly in respect of movable and immovable properties as per format. Each column of the format should be filled and words such as ' No change' or ' Same as previous Year etc. should not be used. **It may also be noted that in case the concerned employee fails to furnish the return within stipulated time limit, entries will be made in his/her Annual Confidential Report and Vigilance Clearance may also be withheld for non-submission of Annual Property Return.** The prescribed format of APR is available on NSC website, which may be used for filling the return.
4. Regional Managers/ Farm Heads are informed that APR of employees of C & D category working under them may be got filled and kept at the HR Section of the respective Regional Office/ Farm. Scrutiny of such APR's will be done by Vigilance Division as and when needed. The Officials working in HO will directly submit to Vigilance Division through their respective Division Heads.
5. It is also informed that online vigilance status is to be maintained by CVC for Senior Officers therefore APR in prescribed format be submitted before 31st January, 2023 positively.
6. All Divisional Heads/ Regional Managers/ Farm Heads are requested to bring the content of this IOM in the knowledge of the employees working under them for compliance.

Sanjeet Kumar Sinha
28/12/22
(Sanjeet Kumar Sinha)
Chief Vigilance Officer

DISTRIBUTION:

- i. PS to Hon'ble C&MD for kind information of C&MD.
- ii. PS to Director (Finance/ Commercial) - for kind information of Director (Finance/ Commercial).
- iii. All Divisional Heads at HQ, NSC, New Delhi.
- iv. All Regional Manager/ Head of Farms, NSC.
- v. I/c IT Cell for uploading on NSC website.
- vi. Notice Board.
- vii. Guard File.