

The GAZETTE OF INDIA : EXTRAORDINARY (PART II-SEC.3(i))

APPEXDIX-I

(Rule 3 (1))

Return of Assets and Liabilities on First Appointment or as on the 31st March 20____*

1. Name of the Public servant in full _____
(in block letters)

- 2(a) Present public position held _____ (Designation, name and
address _____)

- (b) Service to which belongs _____
(if applicable) _____

Declaration:

I hereby declare that the return enclosed namely, Forms 1 to IV are complete, true and correct to the best of my knowledge and belief, in respect of information due to be furnished by me under the provisions of section 44 of the Lokpal and Lokayuktas Act, 2013.

Date _____

Signature _____

*In case of first appointment please indicate date of appointment.

Note 1. This return shall contain particulars of all assets and liabilities of the public servant either in his/her own name or in the name of any other person. The return should include details in respect of assets/liabilities of spouse and dependent children as provided in Section 44(2) of the Lokpal and Lokayuktas Act, 2013.

(Section 44(2): A public servant shall, within a period of thirty days from the date on which he makes and subscribes an oath or affirmation to enter upon his office, furnish to the competent authority the information relating to _____

(a) The assets of which he, his spouse and his dependent children are, jointly or severally, owners or beneficiaries.

(b) His liabilities and that of his spouse and his dependent children)

Note 2. If a public servant is a member of Hindu Undivided Family with co-parcenary right in the properties of the family either as a 'Karta' or as a member, he should indicate in the return inform No. III the value of his share in such property and where it is not possible to indicate the exact value to such share, its approximate value. Suitable explanatory notes may be added wherever necessary.

Note 3. "Dependent children" means sons and daughters who have no separate means of earning and are wholly dependent on the public servant for their livelihood. (Explanation below Section 44(3) of Lokpal and Lokayuktas Act, 2013)

APPENDEX –II

Rule 3 (1)

FORM No.I

Details of Public Servant, his/her spouse and dependent children

Sl.No.		Name	Public Position held, if any	Whether return being filed by him/her separately
1.	Self			
2.	Spouse			
3.	Dependent – 1			
4.	Dependent – 2			
5*.	Dependent - 3			

*Add more rows, if necessary.

Date _____

Signature _____

FORM No. II

Statement of movable property on first appointment or as on 31st March, 20

Name of public servant/spouse/dependent child _____

S.No.	Description	Remarks, if any
(i)*	Cash and bank balance:	
(ii)*	Insurance (premier paid):	
	Fixed/Recurring Deposit (s)	
	Share Bonds:	
	Mutual Fund(s);	
	Pension Scheme/Provident Fund	
	Other investments, if any:	
(iii)	Personal loans/advance given to any Person or entry including firm, company, Trust etc. and other receivables from debtors and the amount (exceeding two months basis pay or Rupees one lakhs, at the case may be)	
(iv)	Motor vehicles (Details of Make, registration number Year of purchase and amount paid)	
(v)	Jewellery	

	<p>Give details of approximate weight (plus or minus 10 gms. In respect of Gold and precious stones; plus or minus <u>100 gms. In respect of silver</u></p> <p>Gold _____</p> <p>Silver _____</p> <p>Precious metals and precious stone _____</p> <p>Composite items. (indicate approximate value)***</p>	<p>_____</p>
(vi)	<p>Any other assets (Give details of movable assets not covered in (i) to (v) above)</p> <p>(a) Furniture</p> <p>(b) Fixtures</p> <p>(c) Antiques</p> <p>(d) Paintings</p> <p>(e) Electronic equipments</p> <p>(f) Other</p> <p>[Indicate the details of an asset, only if the total current value of any particular asset in any particular category (e.g. furniture, fixture, electronic, equipments, etc) exceeds two months basis pay of Rs. 1.00 lakh, as the case may be]</p>	

Date _____

Signature _____

*Details of deposits in the foreign Bank(s) to be given separately

** Investments above Rs.2 lakhs to be reported individually. Investments below Rs. 2 lakhs may be reported together.

*** Value indicated in the first return need not be revised in subsequent returns as long as no new composite item had been acquired or no existing items had been disposed of, during the relevant year.

