

PROFORMA - I

Statement Of Immovable Property For The Year Ending On 31ST March.....

1. Name of the Officer (in full) and to which the Officer belong.....
2. Present Post held.....
3. Present pay (i) Basic Pay..... (ii) Grade pay..... (iii) Gross Salary.....

Name and details of property

Sl. No	Name of District, Sub Division, Taluk & Village/ Town in which property is situated	Housing or other building	Land	Present value	If not in own name state whose name had his/ her relationship to the Govt. Servant	How acquired whether by purchase lease mortgage inheritance gift or otherwise with date of acquisition & details of persons from whom acquired	Annual income from the property	Remarks
1	2	3	4	5	6	7	8	9

Date:

Signature of the employee

PROFORMA - II

Statement Of Movable Property For The Year Ending On 31ST March.....

1. Name of the Officer (in full) and to which the Officer belongs.....
2. Present Post held.....
3. Present pay (i) Basic Pay.....(ii) Grade pay.....(iii) Gross Salary.....

Sl. No	Name and details of Movable Property	Year of Acquisition	How acquired whether by purchase, inheritance, gift or otherwise with date of acquisition and name with details of persons whom acquired	Value at the time of Acquisition	If not in own name state in whose name held and his/her relationship with govt. Servant	Present Value	Remarks
1	Jewelry (Gold/Silver/ Diamond/ Precious/ Semi precious stones etc)						
2	Motor Vehicles (Scooter, Motor Cycle, Car etc.,)						
3	Home Appliances (Air Conditioner, Refrigerator, Washing Machines, Music Systems, RO Systems, Television etc)						
4	Electronic Equipments (Computer/ Laptops etc)						
5	Furniture						
6	Agricultural implements (Tractors/ Motor Pumps/ Drip irrigation systems etc)						

Date:

Signature of the employee

Note: The declaration form is required to be filled in and submitted by every member of class-I , class-II, & class-III services, excluding All India Service Officers giving particulars of all movable property held by him either in his own or in the name of his family members or in the name of any other persons. The list of items is not extensive but indicative in nature. In case where it is not possible to access the value accurately the approximate value in relation to the present condition may be indicated

PROFORMA - III

Statement of Liquid Assets as on 31st March.....

1. Name of the Officer (in full) and to which the Officer belongs.....
2. Present Post held.....
3. Present pay (i) Basic Pay..... (i) Grade pay..... (iii) Gross Salary.....

Sl. No	Name and details of Liquid Assets	Year of Acquisition	How acquired whether by purchase, inheritance, gift or otherwise with date of acquisition and name with details of persons whom acquired	Value at the time of Acquisition	If not in own name state in whose name held and his/her relationship with Govt. Servant	Present Value	Income derived (Interest/ Divided received)	Remarks
1	Cash in hand							
2	Cash with Bank (Current/ saving account only)							
3	Deposits (Time Deposits/ NSCs etc.)							
4	Loans and Advances							
5	Investments (Shares/ bonds/debentures/ Mutual funds/ ULIPs/LIC Policy etc)							

Date:

Signature of the employee

Note: The declaration form is required to be filled in and submitted by every member of class-I, class-II, & class-III services, excluding All India Service Officers giving particulars of all liquid assets held by him either in his own or in the name of his family members or in the name of any other persons. The list of items is not extensive but indicative in nature. In case where it is not possible to access the value accurately the approximate value in relation to the present condition may be indicated

PROFORMA - IV

Statement of Debts and Other Liabilities For The Year Ending on 31ST March.....

Name of the employee:

Sl.No	Amount	Name and Address of Creditor	Date of enduring Details of Liability	Transaction	Remarks
1	2	3	4	5	6

Date:

Note:

Signature of the employee

1. In column 6, information regarding permission, if any obtained from or report made to the competent authority may also be given.
2. The statement should also include various loans and advances available to Govt. Servants, like advance for purchase of conveyance, house building advance, etc. (other than advances of pay and travelling allowances), advances from the G.P. Fund, and loans on life insurance Policies and fixed deposits, etc.,

PROFORMA – V

Statement of Provident Fund and Life Insurance Policy on First Appointment as on the 31st December 20.....

Name of the employee:

Insurance Policies					Provident Funds				
Sl.No	Policy No. and date of policy	Name of Insurance Company	Sum Insured/ date of maturity	Amount of annual premium	Type of Provident Funds/ GPF/CPF Account No.	Closing balance as last reported by the Audit/ Accounts Officer along with date of such balance	Contribution made subsequently	Total	Remarks (if there is dispute regarding closing balance, the figures according to the Government servant should also be mentioned in this column)
1	2	3	4	5	6	7	8	9	10

Date:

Signature of the employee