



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

FORM – 4 (A)+

STATEMENTS OF ASSETS AND LIABILITIES

(TO BE SUBMITTED AT THE TIME OF JOINING AS DESIGNATED OFFICIAL)

1.	Name of the Employee (in full)			
2.	Designation/ Dept./Section/Centre			
3.	Details of Immovable Property			
	Name & details of property house & lands and other buildings	Precise location (Name of District, Division, Taluka and Village in which the property is situated and also its distinctive number, etc.)	Present Value & Annual Income	If not in own name, state in whose name held and his/her relationship to the official and how acquired
4.	Shares, Debentures, Mutual Fund Units, Linked Insurance, NSC and Cash, including bank deposits inherited by him/her or similarly acquired or held by him/her	Item Description	Inherited/ Acquired/ Held	Value
5.	Other movable property inherited by him/her or similarly owned acquired or held by him/her (Including Vehicles, Computers, Cameras, mp3 players, TVs, refrigerators, DVD Players)	Item Description	Inherited/ Acquired/ Held	Value
6.	Debts & other liabilities incurred by him/her directly or indirectly			

7.	Remarks, if any	
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Date :

Signature of the employee

Emp_No.:

NOTE :

- (a) The declaration form is required to be filled in and submitted by every employee of the Institute under CCS (Conduct) Rule 3 (20) on first appointment to the service giving particulars of all immovable/movable properties owned/acquired or inherited by him/her or held by him/her on lease or mortgage in his/her own name or in the name of any member or his/her family or in the name of other person.
- (b) For item no. 5, the value of items of movable property worth more than Rs. 15,000/- for Gr. A & B employees and Rs. 10,000/- for Gr. C & D employees may be added and shown as a lump sum. The value of articles of daily use such as cloths, utensils, crockery, books etc. need not be included in such returns.
- (c) In case where it is not possible to assess the value accurately the approximate value calculated in present conditions may be indicated
- (d) Please affix additional sheet if the space above is insufficient for full particulars.
- (e) For details property terms please see Intranet > Section > Administration > Rules.



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INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

FORM – 4 (B)+

STATEMENTS OF ASSETS AND LIABILITIES ACQUIRED/HELD DURING THE PERIOD BETWEEN LAST DECLARATION AND 31ST DECEMBER 2015

[Note: Only those additionally acquired/held over the statement last declared up to December 2014 are to be stated]

1.	Name of the Employee (in full)			
2.	Designation/ Dept./Section/Centre			
3.	Details of Immovable Property (as held on 31.12.2015)			
	Name & details of property house & lands and other buildings	Precise location (Name of District, Division, Taluka and Village in which the property is situated and also its distinctive number, etc.)	Present Value & Annual Income	If not in own name, state in whose name held and his/her relationship to the official and how acquired
4.	Shares, Debentures, Mutual Fund Units, Linked Insurance, NSC and Cash, including bank deposits inherited by him/her or similarly acquired or held by him/her	Item Description	Inherited/ Acquired/ Held	Value
5.	Other movable property inherited by him/her or similarly owned acquired or held by him/her (Including Vehicles, Computers, Cameras, mp3 players, TVs, refrigerators, DVD Players)	Item Description	Inherited/ Acquired/ Held	Value
6.	Debts & other liabilities incurred by him/her directly or indirectly			

7.	Remarks, if any	
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Date :

Signature of the employee

Emp_No.:

NOTE:

- (a) The declaration form is required to be filled in and submitted by every employee of the Institute under CCS (Conduct) Rule 3 (20) every year ending 31st December, giving particulars of all immovable/movable properties owned/acquired or inherited by him/her or held by him/her on lease or mortgage in his/her own name or in the name of any member or his/her family or in the name of other person.
- (b) For item no. 5, the value of items of movable property worth more than Rs. 15,000/- for Gr. A & B employees and Rs. 10,000/- for Gr. C & D employees may be added and shown as a lump sum. The value of articles of daily use such as cloths, utensils, crockery, books etc. need not be included in such returns.
- (c) In case where it is not possible to assess the value accurately the approximate value calculated in present conditions may be indicated
- (d) Please affix additional sheet if the space above is insufficient for full particulars.
- (e) For details property terms please see Intranet > Section > Administration > Rules.