

2nd Floor, 'C' Wing, Lok Nayak Bhawan,
Khan Market, New Delhi-110003

Dated: 09 January, 2018

OFFICE MEMORANDUM

Subject: Proposal for Implementation of online submission of Immovable Property Return (IPR) through SPARROW Software in respect of ICoAS Officers.

In terms of Rule 18 of CCS (Conduct) Rules, 1964, the Immovable Property Return is required to be furnished by the Officers latest by 31.01.2018. Till now IPR's were being submitted in manual form. However, from the year 2018 onwards, Competent Authority has decided to accept the IPR through e-Office (SPARROW) software (already in operation for online submission of APAR).

2. In view of the above, all officers are requested to submit their IPR in online mode using E-Office (SPARROW) software from the year 2018 onwards. If IPR for the year 2018 has already been submitted through manual process, officers are requested to upload the same in e-Office (SPARROW) software also.



(Manoj Kumar)
Assistant Director (Cost)
Tel: 24692541

To,

1. All officers of ICoAS cadre.
2. Copy to be placed on the website: www.cac.gov.in
3. URL address for accessing the website is <https://sparrow-icoas.eoffice.gov.in>