

प्रधान निदेशक लेखापरीक्षा (केंद्रीय) चेन्नै का कार्यालय

लेखा परीक्षा भवन, 361, अण्णा सालै, तेनामपेट, चेन्नै - 600 018.

OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT (CENTRAL), Chennai
"Lekha Pariksha Bhavan", 361, Anna Salai, Teynampet, Chennai – 600 018.

CIRCULAR NO.1

No .PDA(C)/Legal Cell/11-30&31/2021-22/100

Dated: 01-09-2021.

Sub: Prior intimation under Rule 18 of CCS (Conduct) Rules, 1964 in respect of transaction of immovable and movable property- Reg.

1. During the process of submission of Annual Statement of Immovable Properties for the year 2020 it was observed that provisions of sub rule (2) of the Rule 18 of CCS(Conduct) rules 1964 regarding giving prior intimation and obtaining prior sanction in respect of the transaction of immovable properties are not properly being adhered to by the officials of this Office.
2. It was noticed during the scrutiny of Annual Statement of Immovable Properties for the year 2020 submitted by the officials that in certain cases the acquisition of properties were included directly in the Annual Statement of Immovable Property without intimating or obtaining prior permission from this office as required by the provisions of Rule 18 of the CCS(Conduct) Rules 1964. Further even in the cases where intimation or prior permission is submitted much **time delay was observed**.
3. Hence all the officials of this Office are hereby advised to be prompt in giving prior intimation and obtaining prior sanction of this Office in respect of transaction of movable / immovable property.
4. All requests for obtaining prior sanction and making intimation about transactions in Immovable and Movable property may be made in the enclosed standard Form I (Immovable property) and Form II (Movable property).

(Vide Orders of the Principal Director of Audit (Central) dated: 31-08-2021)


Sr. Audit Officer/Admn

PTO

Copy to

1. Secy to PDA(C)
2. DD(CS/GST)-I
3. Dir(DT)-I
4. DD(CE)
5. SAO/Claims
6. Data Manager
7. SAO/GSTA(Chennai & Madurai) (to circulate within all sections and parties)
8. SAO/CRA (to circulate within all sections and parties)
9. SAO/ITRA(Chennai & Madurai) (to circulate within all sections and parties)
10. SAO/CAB (to circulate within all sections and parties)
11. AAO/Admin
12. AAO/OM
13. Co-Ordination Cell
14. Hindi Cell
15. Sr.PS to PDA(C)
16. Notice Board