

I/372638/2023

GOVERNMENT OF ASSAM  
OFFICE OF THE **DIRECTOR OF HIGHER EDUCATION**, ASSAM  
KAHILIPARA:.....GUWAHATI-19  
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E. Comp. No.399428/

Dated Kahilipara, the 18-12-2023

From : Ms. Pomi Baruah, ACS  
Director, Higher Education, Assam  
Kahilipara, Guwahati-19.

To, The Principal (all)  
PDUAM/ Provincialised Colleges

Sub : Submission of IPR & MPR for CAS promotion of College Teachers.

Sir,

In inviting a reference to the letter on the subject cited above, I am directed to state that in the Meeting held on 15-12-2023 for CAS promotion from Stage-I to Stage-II (Senior Scale) and Stage-II to Stage-III (Selection Grade Scale) it was decided to call for IPR and MPR for each proposal as per OM of Govt of Assam in force.

You are, therefore, requested to furnish IPR and MPR of Assistant Professor/ Librarian of your college for CAS promotion as per prescribed format ( copy enclosed) for all proposals for CAS promotion, including those which have already been sent earlier to the Directorate.

This is for favour of your information and necessary action.

Yours faithfully,

Encl: As stated

Signed by  
Pomi Baruah

Date: 18-12-2023 11:07:09  
Director, Higher Education, Assam  
Kahilipara, Guwahati-19.

Memo E. Comp. No.399428/

Dated Kahilipara, the 18-12-2023

Copy to:

1. The Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-6.
2. P.S. to the Adl. Chief Secretary, Higher Education Department, Assam for kind appraisal of Adl CS.
3. P.S. to the Hon'ble Minister Education Assam for kind appraisal of the Hon'ble Minister.

***e-signature***

Director, Higher Education, Assam  
Kahilipara, Guwahati-19.

**Statement of Immovable Property for the Calendar Year Ending .....**

1) Name of the officer in full :  
(Block letters)

Designation :

2) Pay : Basic : .....Total allowance : .....Gross Pay : .....Total deduction : .....Net Salary.....

Sl. No.	Precise location	Nature of land	Extent of Interest	Land-use pattern (Particulars of House/Building/Flat over the plot of land)	Value of the Land & House/Building/Flat		If not in own name, state in whose name & His / Her relationship to the officer	How acquired, whether by purchase, lease, mortgage, inheritance, gift or otherwise with dates of actualization & name with details from whom acquired	Annual income from the property	Remarks
					At the time of acquiring/purchase	Present value				
1	2	3	4	5	6	7	8	9	10	11
	Mouza :									
	Revenue Town / Village :									
	Patta No. :									
	Dag No. :									
	Net area :									
	Mouza :									
	Revenue Town / Village :									
	Patta No. :									
	Dag No. :									
	Net area :									

I hereby declare that the declaration made above is complete, true and correct to the best of my knowledge and belief.

Date :

(Signature of the officer)

Sl. No.	Precise location	Nature of land	Extent of Interest	Land-use pattern (Particulars of House/Building/Flat over the plot of land)	Value of the Land & House/Building/Flat		If not in own name, state in whose name & His / Her relationship to the officer	How acquired, whether by purchase, lease, mortgage, inheritance, gift or otherwise with dates of actualization & name with details from whom acquired	Annual income from the property	Remarks
					At the time of acquiring/purchase	Present value				
1	2	3	4	5	6	7	8	9	10	11
	Mouza : Revenue Town / Village : Patta No. : Dag No. : Net area :									
	Mouza : Revenue Town / Village : Patta No. : Dag No. : Net area :									

I hereby declare that the declaration made above is complete, true and correct to the best of my knowledge and belief.

Date :

(Signature of the officer)

**Statement of Movable Property for the Calendar Year Ending 31<sup>st</sup> December/.....**

- 1) Name of the officer in full (Block letters) : \_\_\_\_\_ Designation : \_\_\_\_\_
- 2) Pay: Basic : ..... Total allowance : ..... Gross Pay : ..... Total deduction : ..... Net Salary : .....

## A) Cash, Bank Balance, Credit and other movable properties

Sl. No.	Description of Item.	Value	In whose name (self, wife/Husband, child, dependent, other relation of benamdar) the asset is	Date & Manner of acquisition	Remarks
1	2	3	4	5	6
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

I hereby declare that the declaration made above is complete, true and correct to the best of my knowledge and belief.

Date :

(Signature of the Officer)

B) Expenditure

G. P. F./C. P. S. Account No	Monthly Contribution	Insurance Policy		Number of those in course of education with monthly expenditure thereon	Monthly cost of maintaining family
		Annual Premium amount	Policy Nos.		
1	2	3	4	5	6

I hereby declare that the declaration made above is complete, true and correct to the best of my knowledge and belief.

Date :

(Signature of the officer)

- Instruction** :
- (i) The year ending should be indicated on the top. The present post held and gross monthly emoluments with details should also be indicated as done in respect of member of All India Services.
  - (ii) Under Item "A" Movable Property, all kinds of cash income should be indicated including Cash in Hand. Mere declaration of Income to the Income Tax Authority should not be considered to be an extenuating circumstance in case of failure to reflect in the property returns of income including Cash in Hand.
  - (iii) Other movable means every transaction in respect of National Savings Certificates or such things, Share, Jewellery, Motor Vehicles, Motor Cycle, Scooter, Refrigerator, Colour T.V., Air Conditioner, Computer, Laptop, etc. if the value of such property exceeds ₹ 10,000/- in case of Govt. servant holding any Class-I post.
  - (iv) Some of the income of (iii) above may go into Bank deposit, purchase of Shares, Debentures, NSS, Mutual Funds, Fixed Deposits and other Savings Certificates / Schemes, Payment of Insurance Premium, etc. Full description of all these should be given in the property returns.

**NOTE** :

- 1) The categories of other movable property/assets noted above are only illustrative and not meant to be exhaustive.
- 2) In filling the Forms, endeavor should be made to provide Govt. with a complete picture as far as possible of the Govt. servant's assets and no assets of appreciable value should be omitted by reason of any literal interpretation of the direction given.
- 3) If no. of item is more than 10 (Ten), Photostat copy of page 1 may be used which should be numbered as page 2 and the existing page 2 should be modified as page 3.

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