



राष्ट्रीय बीज निगम लिमिटेड  
( भारत सरकार का उपक्रम  
मिनिरलज कम्पनी)  
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NATIONAL SEEDS CORPORATION  
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*Bangalore*  
**CIRCULAR**

Date: 4<sup>th</sup> March 2020

**SUBJECT: SUBMISSION OF ANNUAL PROPERTY RETURN FOR THE YEAR ENDING DECEMBER 2019 UNDER NSC (CONDUCT, DISCIPLINE & APPEAL) RULE 2013.**

1. Reference is invited to this office circular of even number dated 27.01.2020 on the above subject.
2. It is again reiterated that as per sub-rule 6 of Rule No. 26 of NSC (Conduct, Discipline & Appeal) Rule 2013, every employee is required to submit Annual Property Return on movable, immovable, inherited, owned and acquired properties as on 1<sup>st</sup> day of January every year. However, inspite of above circular, the Annual Property Returns have not been submitted to this office by all the officials.
3. APR in prescribed format should be submitted to Vigilance Division before 31<sup>st</sup> January every year. It is therefore, once again clarified that Annual Property Returns be submitted correctly in respect of moveable and immoveable properties as per prescribed format. It is once again informed that in case the concerned employee fails to furnish the return within stipulated time limit, entries will be made in his/her Annual Confidential Report and Vigilance Clearance may also be withheld for non-submission of Annual Property Return. The prescribed format of APR is available on NSC website, which may be used for filling the return.
4. Regional Managers/Farm Heads are informed that APR of employees of C&D category working under them may be got filled and kept at the respective Regional office/Farm. Scrutiny of such APR's will be done by Vigilance Division as and when needed.
5. It is also informed that APR in prescribed format be submitted before 31<sup>st</sup> March 2020 positively.
6. All Divisional Heads/Regional Managers/Farm Heads are requested to bring the content of this circular in the knowledge of the employees working under them for compliance.

*Sheelendra Kumar*  
(Sheelendra Kumar)  
Addl. G.M. (Vigilance)

**DISTRIBUTION:**

- i. PS to Hon'ble C&MD for kind information of C&MD.
- ii. PS to Director (Finance/ Commercial) for kind information of Director (Finance/ Commercial)
- iii. All Divisional Heads at HQ, NSC, New Delhi.
- iv. All Regional Managers/Farm Head, NSC.
- v. I/c IT Cell for uploading on NSC website.
- vi. Notice Board.
- vii. Guard File.

*Programmer*  
*20/03/20*  
*5/3/2020*