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(ISO 9001:2015 Certified)

(Recipient of Sardar Patel Best Institute Award 2013)



FORM OF INTIMATION AND APPLICATION FOR SANCTION OF ACQUISITION OR DISPOSAL OF MOVABLE/IMMOVABLE PROPERTY OR INTENTION TO ACQUIRE/ DISPOSE OF MOVABLE/ IMMOVABLE PROPERTY AS REQUIRED UNDER RULE 18 OF THE CENTRAL CIVIL SERVICES CONDUCT RULES, 1964

1.	Name:	
2.	Date of joining in Government service:	
3.	Permanent Post held with scale of pay and the date from which it is held:	
4.	Present post held with scale of pay and date from which it is continuously held:	
5.	Additional annual income of the officer if any, if so indicate source:	
6.	Details of movable/ immovable property: a) Description : b) Cost:	
7.	Source or sources from which: a) Own savings : b) Other sources :	
8.	What is the sale/ purchase price	
9.	In the case of disposal of property, please state whether any sanction was obtained for its acquisition, if so, please give details:	
10.	Is the acquisition /disposal made through reputed dealer? If so, name and address of the dealer and the party from whom/to whom the property is being acquired/disposal of:	

11.	Is the acquisition/disposal is being done through private Associations and not to or through a reputed dealer, name and address of the party.	
12.	Is the party related to you? If so please give particulars.	
13.	Did you have any dealings with him in your official capacity at any time or are you likely to have any dealings with him in near future?	

I _____ hereby declare that the particulars given above are true, I request that I may be given permission to acquire / dispose of property as described above through the party whose name is mentioned in column 11 above.

I _____ hereby intimate the acquisition/disposal of property by me as detailed above through dealer whose address is furnished against column10, I declared the particulars given above to be true.

SIGNATURE OF THE APPLICANT:

DESIGNATION:

Date:

The appropriate declaration will be used; the one not applicable may be struck out.