

ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED
VIDYUTH SOUDHA : : VIJAYAWADA – 520 004.

Memo.No.CGM(ADM, IS&ERP)/DS(ADM)/EE(ADM)/Dy.EE(ADM-I)/ 33 /2020, Date: 29.12.2020.

Sub: Estt. – APGENCO – Engineering Services – Submission of Annual Property Returns for the year 2020-21 by the employees of APGENCO– Reg.

Ref: 1. G.O.O.No.658/ JS(Per)/2010, dtd: 29.03.2011
2. Memo No.CGM (Adm)/ DS(Adm)/ AS(V&R)T/ VC3-224/04, dtd: 25.05.2011
3. Memo No.CGM (Adm,IS&ERP)/ DS(Adm)/ AS(Adm)/ PO-A/13/2015, dtd: 05.01.15
4. Memo No.CGM (Adm,IS&ERP)/ DS(Adm)/ AS(Adm)/ PO-A/03/17, dtd: 04.01.2017
5. Memo No.CGM (Adm,IS&ERP)/ DS(Adm)/ AS(Adm)/ PO-A/03/17, dtd: 01.02.2018
6. Memo No.CGM (Adm,IS&ERP)/ DS(Adm)/ AS(Adm)/ PO-A/33/2017, dtd: 11.01.19
7. Memo No.CGM (Adm,IS&ERP)/ DS(Adm)/ AS(Adm)/ PO-A/33/2019, dtd: 23.01.20

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The attention of all the EDs/ CEs/ SEs/ FA&CCA & incharge of Generating Stations is invited to the G.O.O. cited and they are requested to bring to the notice of all the employees working under their control the following:

- (i) To Submit the annual Property Returns as detailed in Para: 2 (1) of the G.O.O. cited on or before 15th February without fail in the prescribed proforma viz.. Annexure-I, Annexure-II and Annexure-III.
 - (ii) To Submit the intimation regarding all immovable property/ properties irrespective of its value, movable property/ properties whose value exceeds Rs.1,00,000/- and any foreign currency or foreign goods of value of more than Rs.10,000/- owned, acquired or inherited by him/ her or held by him/ her on lease or mortgage either in his own name or in the name of any member of his family, in the forms prescribed through proper channel in terms of Reg.5(7) (amended vide G.O.O. cited) of APSEB Revised conduct Regulations.
 - (iii) If an employee has not acquired or disposed of , any property he/ she should submit a declaration to that effect.
2. All the EDs/ CEs/ SEs/ FA&CCA & In charge of Generating Stations are requested to forward them to the CGM (ADM,IS & ERP)/APGENCO/Vijayawada after thorough scrutiny.

Encl: Annexure – I, II, III

M.V.V.SATYANARAYANA
Chief General Manager (ADM, IS&ERP)

To:

The Executive Director (Accounts)/ ED(Civil)/ APGENCO/ VS/ Vijayawada
All the Chief Engineer's/ APGENCO
The CGM (Adm,IS&ERP)// FA&CCA /APGENCO
The CGM/APPDCL/Vijayawada
All the Superintending Engineer's/ APGENCO
Incharge of Generating Stations

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DY.EXECUTIVE ENGINEER /ADM-I

ANNEXURE – I

STATEMENT OF IMMOVABLE PROPERTY / PROPERTIES ACQUIRED / DISPOSED

The following Immovable property/ properties possessed, acquired and disposed of by Sri _____ or any other person on his /her behalf of any member of his/her family during the year ending _____, under Regulation of 5(7) of APSEB Conduct Regulations as adopted by APGENCO.

Sl.No.	Nature of Property	Situation of property (Survey/ Municipal No. with extent,)along with copy of registered sale deed	Held in whose name	Date and mode of acquisition/ disposal	Price paid/ Obtained	Source of payment along with supporting documents	Whether information given or sanction obtained (with ref. No. & date)	Annual income from property
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	House							
2	Flat							
3	Shop							
4	House Plot							
5	Agriculture Land (Dry or wet)							
6	Any other immovable property							

Note: Details of acquisition of properties standing in the name of Hindu Undivided Family or partnership in which the officer holds a claim or share should be separately shown in the statement.

Declaration:

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 from/to the party.

OR

I, _____ hereby intimate the proposed acquisition/disposal of property by me as detailed above. I declare that the particulars given above are true.

Station :
Date :

Signature of the Employee :
Designation of the Employee :
(Employee ID No.)

I hereby certify that the above Annual Property Returns of the employee are scrutinized thoroughly & forwarded duly acknowledging the receipt of immovable property statement of transactions.

CONTROLLING OFFICER

ANNEXURE – II

STATEMENT OF MOVABLE PROPERTY / PROPERTIES ACQUIRED / DISPOSED

The following Movable property/ properties possessed, acquired and disposed of by Sri _____ or any other person on his /her behalf of any member of his/her family during the year ending _____, under Regulation of 5(7) of APSEB Conduct Regulations as adopted by APGENCO.

Nature of Property	Held in whose name	Date and mode of acquisition/ disposal	Name and address of person from whom acquired / to whom disposed of, along with copy of invoice	Whether information given or sanction obtained (with ref. No. & date)	Price paid / obtained	Source of Income along with supporting documents
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<u>Vehicles:</u> Motor car, Motor cycle, Scooter or any other vehicle						
<u>Electrical Goods:</u> Air Conditioner /VCR / Television/ Refrigerator or any other goods						
<u>Jewellery:</u> Ornaments / Vessels, etc.,						
<u>Investments & cash:</u> Bank deposits/ Debentures/ Shares/ Bank Balances etc.,						
<u>Furniture:</u> Live Stock or any other goods.						

Declaration:

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 from/to the party.

OR

I, _____ hereby intimate the proposed acquisition/disposal of property by me as detailed above. I declare that the particulars given above are true.

Station :
Date :

Signature of the Employee :
Designation of the Employee :
(Employee ID No.)

I hereby certify that the above Annual Property Returns of the employee are scrutinized thoroughly & forwarded duly acknowledging the receipt of immovable property statement of transactions.

CONTROLLING OFFICER

ANNEXURE – III
STATEMENT OF FOREIGN CURRENCY/GOODS RECEIVED/ACCEPTED

The following intimation of Foreign Currency/Goods received by Sri _____ or any other person on his /her behalf of any member of his/her family during the year ending _____, under Regulation of 5(7) of APSEB Conduct Regulations as adopted by APGENCO.

Nature of Foreign Currency/ Goods	Sources from which received/ accepted along with supporting documents	Date of receiving/ accepting of Foreign Currency/Goods	Reason/Purpose for which the foreign currency/goods were received/ accepted	Mode and method of receipt/accept of the foreign currency/ goods	Whether information given or sanction obtained (with ref. No. & date)	The relationship of the sender to the recipient
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Declaration:
I, _____ hereby declare that the particulars given above are true. I request that I may be given permission to receive/accept foreign currency/goods as described above from the party.

OR

I, _____ hereby intimate received/accepted foreign currency/goods by me as detailed above. I declare that the particulars given above are true.

Station :
Date :

Signature of the Employee :
Designation of the Employee :
(Employee ID No.)

I hereby certify that the above Annual Property Returns of the employee are scrutinized thoroughly & forwarded duly acknowledging the receipt of received/accepted foreign currency/goods of statement of transactions.

CONTROLLING OFFICER