

EASTERN RAILWAY
Personnel Department

No. E. 240/0/Vol. IX

Kolkata, Dated 10.03.2026

ALL CONCERNED

Sub: Submission of returns of immovable property by non-gazetted Railway employees.

Ref: Railway Board's Letter no. E(D&A) 2026 GS1-1 dated 02.03.2026 (RBE No.19/2026)

Copy of Board's letter No. E(D&A) 2026 GS1-1 dated 02.03.2026 (RBE No 19/2026) issued by Director Establishment (D&A), Railway Board on the above subject is attached herewith for information, guidance and strict compliance.

In this regard, Railway Board's earlier letter No. E(D&A)2007 GS 1-1 dated 28.03.2008 (RBE No.49/2008) and 17.06.2009(107/2009) as mentioned therein all were circulated respectively vide this office serial No. 44/2008 and 114/2009.

This Serial Circular is available on Eastern Railway's official website viz. URL No. <http://www.er.indianrailways.gov.in> under About us → Department → Personnel → PCPO's Serial Circulars and Other important letters → CPO's SERIAL CIRCULARS (42/2024)

Index No. 1023: Supervisory staff of Group 'C' working in scales of pay the maximum of which is Grade pay of Rs.4600 and above are required to submit annual return regarding the immovable property inherited by him, or owned or acquired by him, of held by him on lease or mortgage, either in his name or in the name of the family member or any other person in terms of Rule 18 of Railway Service (Conduct) Rules, 1966.

DA: As above.

[Signature]
10.03.26

(Md. Tarique)

Dy. Chief Personnel Officer/HQ
for Principal Chief Personnel Officer

[Handwritten note]
O/c
P.C.P.O. for
10.03.2026

GOVERNMENT OF INDIA (भारत सरकार)

MINISTRY OF RAILWAYS (रेल मंत्रालय)

RAILWAY BOARD (रेलवे बोर्ड)

RBE No. 19/2026

No. E(D&A) 2026 GS1-1

New Delhi, Dated: 02.03.2026

The General Manager (P)
All Indian Railways & Production Units etc.
(As per Standard list).

Sub: Submission of returns of immovable property by non-gazetted Railway employees.

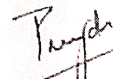
Attention of the Railways is drawn to Railway Ministry's Decision No. 11 below rule 18 of Railway Services (Conduct) Rules, 1966 read with clarification issued vide Board's letters No. E(D&A)2007 GS1-1 dated 28.3.2008 and 17.6.2009, providing that Supervisory Staff of Group 'C' on Railways working in scales of pay the maximum of which is Grade pay of Rs. 4600 and above are required to submit an annual return regarding the immovable property inherited by him, or owned or acquired by him, or held by him on lease or mortgage, either in his own name or in the name of any member of his family or in the name of any other person. The return should be submitted within three months of his first appointment in the grade and thereafter in the month of January every year.

2. Railway Ministry's Decision No. 12 also provides that certain categories of Commercial Staff in all grades, viz.- Reservation Clerks, Parcel Clerks, Booking Clerks, TTEs and TCs, should, besides submitting a property return on their initial appointment as required in Rule 18 (1) (i) of the Conduct Rules, should also submit a return of their property at the time of every promotion, as also at the time of submitting documents for pension (approximately two years prior to superannuation).

3. It has been observed that the above instructions are not being adhered to in letter and spirit.

4. The format for submitting IPRs by the relevant category of non-gazetted employees is enclosed. All Railways/PUs and other units may please ensure that the instructions referred above are scrupulously followed by the concerned Railway Servants working under their administration.

DA: As above


(Priya Gopalakrishnan)
Director/Estt.(D&A)
Railway Board

Statement of Immovable Property for the year (As on 01-01-....)

Name of the Official:

Department to which official belongs:

Designation:

Tele/Mob No.:

Present Pay:

Scale of pay:

Date of birth:

HRMS ID:

Name of Distt., Sub-Division, Taluk and Village in which property is situated	Name & details of property and land & buildings	Present value	If not in own name, state in whose name held and his/her relationship to the Railway Servant	How acquired whether purchase, lease, inheritance, gift or otherwise with date of acquisition and name of person from whom acquired	Annual Income from property	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

(Signature of the Official concerned)

(Name in Full)

*Please ensure that all the information is complete