

**No. 05/01/2009-5SIV (PF)**  
**Government of Haryana**  
**Chief Secretary's Office**  
**Department of Personnel**

Dated Chandigarh, the 29<sup>th</sup> March 2024.

To

All HCS (Executive Branch) Officers.

**Subject: Submission of Annual Property Return in online Mode by all HCS (Executive Branch) Officers.**

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Sir/ Madam,

I am directed to invite your attention to Government of Haryana General Administration Department's instruction No. 18/01/2018-2GSI dated 29<sup>th</sup> October 2018 on the subject noted above vide which it had been decided that all Government Employees Class I, II and III have to submit their Property Return.

2. Further, vide No. 31/03/2010-4SIV dated 30.04.2019, you were requested to submit your Immovable Annual Property Return online as per the pattern of IAS/ IPS officers and submit your moveable and immovable property returns manually upto 30<sup>th</sup> April every year.

3. Now, after due consideration, Government has decided that all the HCS (Executive Branch) Officers will file their Annual Property Return in respect of Moveable and Immovable Properties online. The site for submission of online Property Return is <http://intraharyana.gov.in>. Henceforth, i.e., financial year 2023-2024 onwards, there is no need to submit moveable and immovable property returns manually (in hard copy).

4 The portal will open from 01<sup>st</sup> April and auto close after 30<sup>th</sup> April of every year. You will not be able to file your Annual Property Return after 30<sup>th</sup> April, i.e., closure of the portal. It is, therefore, requested to file your APRs by 30<sup>th</sup> April by mentioning the properties as on 31<sup>st</sup> March of the year as per provisions contained in Rule 24 of the Haryana Civil Services (Government Employees' Conduct) Rules, 2016.

*Rashmi Grover*  
Joint Secretary to Government, Haryana.  
Personnel Department