



इलाहाबाद विश्वविद्यालय  
प्रयागराज – 211002, उ०प्र० (भारत)  
UNIVERSITY OF ALLAHABAD  
Prayagraj – 211002, U.P. (INDIA)



No. : 1149  
Date: 16-07-2025

**NOTIFICATION**

All the non-teaching employees including **Group "A", "B" Officers** are hereby requested to submit their **Annual Property Returns for the year 2024** in the prescribed format as enclosed herewith **within a week of the date of issue of this letter.**

All the Head of Departments/Directors/Coordinators of this University are requested to collect the required information in the prescribed format from all the non-teaching employees including Group "A" and "B" officers working in your department and send the same to the Establishment Section (non-teaching) in consolidated manner.

Further, all the Head of Departments, Directors and Coordinators of Institutes/Centers of University of Allahabad **shall ensure receiving of Annual Property Return before forwarding the proposal for issuing No Objection Certificate (NOC) in respect of non-teaching employees including Group "A" & "B" officers** working in their respective departments/centers.

**All the Principals of the Constituent Colleges** are requested to take further necessary action in this matter and obtain the same from all the employees and **keep all the records in their respective colleges only.** Status report may kindly be sent to the office of the Dean (College Development) for information.


This is issued with the approval of Competent Authority.

Encl: As above

  
Registrar

**Copy to:**

1. All Deans/Directors/Heads/Coordinators, UoA
2. CoE/Proctor/Librarian, UoA
3. All Wardens/Superintendent of Hostels, UoA
4. All Principals/Director of the Constituent Colleges/Institutes, UoA
5. All Joint Registrars/Deputy Registrars/Assistant Registrars, UoA
6. Finance Officer, UoA
7. University Engineer/PRO/SMO/Estate Officer/Law Officer/Security Officer/CPIO/Information Scientist, UoA
8. **Chairman, ICT Cell with a request to upload the same on the University website.**
9. PA to the Registrar for the information to the Registrar, UoA.
10. SVC for the kind information to Hon'ble Vice Chancellor, UoA.
11. Establishment Section A/B/C (Admin./Payment), UoA.
12. Committee Section, UoA.
13. UIS Unit, UoA.
14. Record Section

  
Joint Registrar (P)  




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**Statement of Immovable Property for the Year ended 31.12.2024**  
(i.e. position as on 31.12.2024)

1. Name of the Faculty/Officer/Staff (in full) :
2. Present designation :
3. Department :
4. Present Pay (Basic Pay) :

Name of the District, Taluk & Village in which property is situated	Name and details of property Housing and other buildings	Lands	Present value*	If non in own, name state in whose name held and his /her relationship to the member of the service/Government	How acquired whether by purchase, Lease**, Mortgage, Inheritance gift or otherwise with date of acquisition and name with details of person/persons from whom acquired.	Annual Income from property	Remarks

(Separate sheet may be attached if needed)

**Note:** \* In case, where it is not possible to assess the value accurately. The approx. value in relation to present conditions may be indicated.

\*\* Includes short term lease also.

(Signature)

Date: