



दिल्ली विकास प्राधिकरण
Delhi Development Authority
गोपनीय शाखा

Confidential Branch

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PERS/CR/0024/2023/F1/-CR/Pt.I/137

Date: 30/1/2025

ORDER

Subject:Reminder for Submission of Immovable Property Return (IPR) for the Year 2025 – Reg.

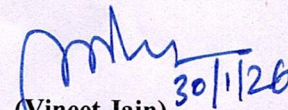
It is once again brought to the notice of all groups of employees of the Delhi Development Authority (DDA) that they are required to submit their **Immovable Property Return (IPR) for the year 2025 (as on 31.12.2025)** on or before **31.01.2026**, which is the **last date** for submission of IPR through the **APAR & PRISM Portal only**, by accessing the link:

<http://apar.dda.org.in/>

2. Earlier circular dated **31.12.2025** on the subject was disseminated to all Group 'A', 'B' and 'C' employees of DDA, clearly stipulating that **failure to submit the IPR by the due date shall result in denial of Vigilance Clearance and initiation of disciplinary action** under the provisions of the **DDA Conduct, Disciplinary and Appeal Regulations, 1999**. This was followed by another circular dated **01.01.2026**, wherein it was further stated that failure to submit the IPR within the stipulated time shall result in **withholding of forthcoming promotions, denial of Vigilance Clearance for all service-related matters, and initiation of disciplinary action** under the said Regulations. It was also clarified therein that for acceptance of late submission of IPR, the Competent Authority shall be the Vice Chairman, DDA.
3. In addition, special efforts have been made by the **CR Cell** by issuing reminders through the **DDA APAR & PRISM Portal** to officers/officials on their registered email IDs. Letters were also sent to the **Director (Horticulture)-I, II & III**, to disseminate these instructions among all groups of employees, particularly **Work-Charged (W/C) officials and Erstwhile Group 'D' employees**.
4. **Welfare Section, DDA** has also deployed **Welfare Inspectors** to disseminate these instructions among all groups of employees, particularly posted in **Zones/Circles/Divisions/Branches** including **Work-Charged (W/C) officials and Erstwhile Group 'D' employees**, who are required to submit their IPRs in **offline mode** in the prescribed format to the **Director (W/C)** and their concerned **Personnel Branch**.
5. All employees are once again reminded to ensure **timely submission of their IPRs by 31.01.2026**. It is emphasized that **IPRs submitted in offline mode or through any other portal, such as e-HRMS, shall not be acknowledged or accepted**, except in the case of **W/C officials and Erstwhile Group 'D' employees**, for whom offline submission is permitted.

6. Further, the **IPRs of Group 'A' officers shall be placed in the public domain**, in accordance with extant instructions.

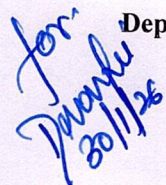
This issues with the approval of the competent authority.


(Vineet Jain) 30/1/26

Commissioner (Personnel)

Copy to :-

- a) All Heads of Department of DDA.
- b) OSD to Vice Chairman, DDA.
- c) PS to F.M./E.M. DDA.
- d) PS to CVO, DDA
- e) PS to Pr. Commissioner (LD)/(LM)/(Housing)/(Pers.)/(Hort.)/(Sports)/(System)DDA
- f) DD (PMIS) for uploading the circular on DDA's website under the circular tab and the APAR tab for information please.
- g) DD (Systems) for uploading the circular on DDA's website under the Employee Corner Section for information please.
- h) Notice Board


for Deputy Director (CR)
30/1/26