

FORM-II

Form for giving intimation or seeking previous sanction under Rule 16(4) of the AIS (Conduct) Rules, 1968 for transaction in respect of movable property.

1. Name of the Government Servant :
2. Scale of Pay & Present Pay :
3. Purpose of application – sanction for :
transaction/intimation of transaction
4. Whether property is being acquired or :
disposed of
5. a) Probable date of acquisition or :
disposal of property

b) If the property is already
acquired/disposed of Actual date
of transaction
6. a) Description of the property (e.g. :
Car/ Scooter/ Motor-Cycle/
Refrigerator/ Radio/ Radiogram /
Jewellery/Loans/Insurance Policies
etc)

b) Make, Model(and also registration
No. in case of vehicles), where
necessary
7. Mode of acquisition/disposal :
(purchase, sale, gift, mortgage, lease
or otherwise),
8. Sale/purchase price of the property :
(Market value in the case of gifts)
9. In case of acquisition, source or :
sources from which financed/proposed
to be financed:

a) Personal savings:

b) Other sources giving details:
10. In the case of disposal of property :
was requisite sanction/intimation
obtained/given for its acquisition (A

copy of the sanction/ acknowledgements should be attached).

11.
 - a) Name and address of the party with whom transaction is proposed to be made has been made:
 - b) Is the party related to the applicant? If so, state the relationship :
 - c) Did the applicant have any dealings with the party in his official capacity at any time or is the applicant likely to have any dealings with him in the near future? :
 - d) Nature of official dealings with the Party:
 - e) How was the transaction arranged?
(Whether through any statutory body or a private agency: through advertisements or through friends and relatives. Full particulars to be given).
12. In the case of acquisition by gifts, whether sanction is also required under Rule 11 of the AIS (Conduct) Rules, 1968.
13. Any other relevant fact which the applicant may like to mention:

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 whose name is mentioned in item 11 above.

OR

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

Station:

Signature:

Date:

Designation:

- Note:1. In the above form, different portions may be used according to requirement.
2. Where previous sanction is asked for, the application should be submitted at least 30 days before the proposed date of the transaction.