

F.No.100-20/ 2017-STG-1
Government of India
Ministry of Communications
Department of Telecommunications

Sanchar Bhawan, New Delhi
28th December, 2018

OFFICE MEMORANDUM

Sub: Submission of Immovable Property Return (IPR) for the year 2018 through eoffice-Lite (SPARROW) portal.

As per the extant guidelines of DoP&T, Government of India, the undersigned has been directed to inform that the functionality of online declaration of Immovable Property Returns (IPRs) through eOffice-Lite (SPARROW) portal for ITS Officers for the year ending 31.12.2018 would be operational w.e.f. 01.01.2019. All ITS officers are requested to fill IPRs through SPARROW portal only as IPR in any other form will not be accepted.

2. The eOffice-Lite (SPARROW) portal is already operational for serving ITS officers for filling up of Performance Appraisal Reports (PARs) and Immovable Property Returns (IPRs) from the year 2016-17 onwards. The list of URLs (web links) is as follows:

S.No.	URL	Details
1	https://sparrow-dot.eoffice.gov.in	SPARROW portal of DoT for declaration of IPR and recording
2	http://dot.gov.in/sites/default/files/DoT%20OM%20-IPR%20on%20eOffice%20Lite%20port	Manuals and instructions issued by IT division, DoT HQ in respect of implementation of IPR

3. Officer may please note that any delay/failure to file IPR as prescribed by January 31, 2019 (i.e. 31 January of following year) results in denial of vigilance clearance and will not be considered for promotion and empanelment for senior level posts in government of India. Strict adherence to timelines may therefore be observed.

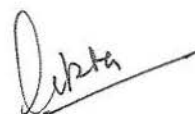
4. This is issued with the approval of Competent Authority.

To,

All ITS Officers

Copy for kind information to:

1. Director General Telecom
2. All Advisor(s) DoT HQs/LSAs
3. All Sr. DDG(s) DoT HQs/LSAs
4. CVO, DoT HQ
5. CMD BSNL/MTNL



Lavi Gupta
ADG (Staff)