

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

Sanchar Bhawan, New Delhi
December 31, 2019

Office Memorandum

Subject: Submission of Immovable Property Return(IPR) for the year2019 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 31.12.2019 would be operational w.e.f. 01.01.2020. 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 APARs
2	http://dot.gov.in/sites/default/files/IPR_User_Manual.pdf	Manuals and instructions issued by IT division, DoT HQ in respect of implementation of IPR

3. Officers may please note that any delay/failure to file IPR by January 31, 2020 would results in denial of vigilance clearance. Strict adherence to timelines may therefore be observed

4. This is issued with the approval of Competent Authority


(Lavi Gupta)
ADG (Staff)

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
6. DDG(IT)