

Government of India

Ministry of Finance, Department of Expenditure

O/o Controller General of Accounts

HR-2 Section

\*\*

Mahalekha Nyantrak Bhavan,  
GPO Complex  
I.N.A., New Delhi

Dated : 5<sup>th</sup> January, 2026

### OFFICE MEMORANDUM

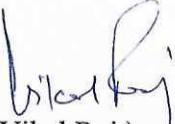
**Subject:** Online submission of Immovable Property Return (IPR) on “SPARROW” for **AAOs and SrAOs** as on **01.01.2026** for the year ending **31.12.2025**- regarding.

As per Rule 18 of CCS (Conduct) Rules, 1964, every Government servant belonging to any service or holding any post including Group 'A' and Group 'B' shall submit an annual return in such form as may be prescribed by the Government in this regard giving full particulars regarding the immovable property inherited by him/her or owned or acquired by him/her or held by him on lease or mortgage either in his/her own name or in the name of any member of his/her family or in the name of any other person.

2. The online submission of Immovable Property Return (IPR) is available on the website <https://sparrow-cga.eoffice.gov.in>. The above system of online filing of IPR **will remain active during 1<sup>st</sup> January, 2026 to 31<sup>st</sup> January, 2026**. It is further informed that in exceptional cases, where the individual officer finds himself unable to login into SPARROW, manual filing of APAR may be allowed within the due date by the concerned office. Thereafter, the concerned PAR Custodian in the Ministry/Department/Office shall upload the same on the SPARROW portal in IPR Migration Mode. The respective PAR Custodian in consultation with their superior officers shall ensure that IPR of all the AAOs/Sr.AOs working in their office are available online immediately after 31.01.2026. **In case of any difficulty, AAO, HR-2 Section, Office of CGA may be contacted on phone 011-22465363 and through email at groupbsec-cga@gov.in.**

3. Accordingly, all AAOs/Sr AOs are required to **submit their IPR as on 01.01.2026 for the year ending 31.12.2025** on or before **31.01.2026** positively. Non- submission of IPR within the prescribed period would invite the denial of Vigilance Clearance required for various purposes viz. visiting abroad, renewal/issuance of passport, applying for deputation besides nomination of long-term training.

This issues with the approval of Competent Authority.

  
( Vikal Raj )  
Sr. Accounts Officer

To

- i. All O/o Pr.CCAs/CCAs/CAs . These instructions may be circulated to all SrAOs and AAOs of their Ministries/Departments for compliance.
- ii. Senior Accounts Officer (ITD) for uploading on CGA's website.