

**A-20011/9/2019-Admin.II/(E-12117) (2)**  
**Government of India**  
**Ministry of Fisheries, Animal Husbandry and Dairying**  
**Department of Animal Husbandry and Dairying**

Krishi Bhawan, New Delhi-110001  
Dated, the 29<sup>th</sup> April, 2025

**CIRCULAR**

**Subject: Compliance with CCS (Conduct) Rules 1964 regarding Intimation of Transactions Involving Movable and Immovable Property-reg.**

All officers and officials of the department are reminded to comply with the provisions of Rule 18(2) and Rule 18(3) of the CCS (Conduct) Rules 1964 regarding the acquisition, disposal, and reporting of movable and immovable property.

2. Under **Rule 18(2)**, no Government servant shall, except with the prior knowledge of the prescribed authority, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift, or otherwise, either in their own name or in the name of any family member. Additionally, if the transaction involves a person with whom the Government servant has official dealings, prior sanction must be obtained from the prescribed authority.

3. As per **Rule 18(3)**, a Government servant must intimate the prescribed authority within one month of any transaction involving movable property if the value exceeds two months' basic pay. If the transaction is with a person having official dealings with the Government servant, prior sanction from the prescribed authority must be obtained before entering into the transaction.

It is crucial that all officers and officials ensure timely compliance with these rules. Any failure to seek prior sanction for immovable property transactions or to report movable property transactions within the stipulated time frame may lead to disciplinary action. Officers/officials are advised to familiarize themselves with these provisions and report transactions promptly. For clarification or assistance, please contact the Establishment Section.

  
29/04/2025

(Pankaj Kumar Sinha)

Under Secretary to the Government of India

Tel: 011-23382779

To

1. All the Officers/Staffs of DAHD through e-office/website
2. NIC for uploading on the e-office/website of the Department

Copy for information to:-

1. Sr. PPS to Secretary, AHD
2. Sr. PPS/PPS to AS(C&DD)/AS(LH)/AHC/JS(Admin&Coord)/ Advisor(Stats.)