

Office of the Controller General of Defence Accounts

West Block-V, R.K. Puram, New Delhi-110066

Most Important Circular

No. AN-I/1059/2/CCS(Conduct) Rules

Dated: 24th July 2006

To

- (i) All Principal Controllers
- (ii) All Controllers
- (iii) All IFAs (including PIFA)

Subject: Intimation/Prior sanction under Rule 18 of C.C.S. (Conduct) Rules, 1964.

The undersigned is directed to state that the applications of IDAS officers giving prior intimation/seeking prior sanction under Rule 18 of C.C.S. (Conduct) Rules, 1964 are received in HQrs. Office. Of late, it has been observed that such applications contain certain deficiencies resulting in avoidable correspondence in the matter. Such oversight on the part of officers and their Controlling offices lead to delay in noting of/giving prior sanction for the transactions, thereby defeating the very purpose of the Rules.

2. In order to streamline the procedure, the following guidelines are issued:

- (i) The intimation/request for sanction should be submitted in the formats prescribed under the rules.
- (ii) The transactions in immovable property require previous knowledge /previous sanction (where the transaction is with a person having official dealing with the applicant) of the prescribed authority.
- (iii) Booking of a plot/flat amounts to a transaction under these rules and, therefore, previous intimation/sanction is required for such transactions.
- (iv) The transaction in movable property should be reported immediately after the transaction is over. Previous sanction is required where the transaction is with a person having official dealings with the applicant.

