

Government of Jammu and Kashmir
General Administration Department
(Vigilance)

Civil Secretariat: Jammu/Srinagar
Dated: 31st of January, 2025

**Subject: Annual Property Returns on PRS Portal: Extension of timelines-
regarding.**

Notification

Vide Circular No. 30-JK (GAD) of 2024 dated 27.12.2024, all the employees working under Jammu and Kashmir Government have been advised to file property returns for the year 2024, w.e.f. from 1st of January, 2025 to 31st of January, 2025 on the PRS portal, which is accessible on <https://prs.jk.gov.in>.

2. However, it has been observed that a considerable number of employees have failed to submit their Property Returns within the prescribed timeline, resulting in a default in this mandatory process. Furthermore, it has been noted that several employees have registered on the portal but have not submitted their Property Returns, thus also causing a default in submission of their details.

3. The failure or non-submission of Property Returns by the Government employees shall attract a punitive action under the provisions of the Jammu and Kashmir Public Men and Public Servants Declaration of Assets Act and Rules made thereunder. Additionally, defaulting employees shall be deemed to have committed criminal misconduct under the Prevention of Corruption Act and will be subject to penalties as stipulated in the Act. **Furthermore, the non-submission of property returns will lead to the denial of vigilance clearance for the defaulting employees.**

4. The matter has been considered in the General Administration Department and it has been decided that a last and final opportunity may be granted to the employees, who have failed to submit their property returns within the prescribed timelines. Accordingly, the submission of property returns by the defaulting employees shall be allowed through online mode on the Property Return System (PRS Portal) w.e.f. **01.02.2025 to 15.02.2025.**

5. In case the employees encounter issues related to OTP, they shall update their current mobile numbers and email IDs on CPIS portal. For any other issue/ technical support, employees may forward their concerns on **support-prs@jk.gov.in** for speedy redressal.

6. It is hereby enjoined upon all the Controlling Officers/Drawing and Disbursing Officers (DDOs) to ensure strict compliance with regard to filing of property returns by all the employees of their establishment. Further, Administrative Departments shall also monitor and assess the progress in this regard.

(Shoaib Noor) J.K. A.S.,
Deputy Secretary to the Government.
31.01.2025

Copy to:

1. All Financial Commissioners (Additional Chief Secretaries).
2. Additional Chief Secretary to the Hon'ble Chief Minister.
3. Director General of Police, J&K.
4. All Principal Secretaries to the Government.
5. Principal Secretary to the Lieutenant Governor, J&K.
6. Joint Secretary (Jammu, Kashmir & Ladakh), MHA, GoI.
7. All Commissioner/Secretaries to the Government.
8. Chief Electoral Officer, J&K.
9. Principal Resident Commissioner, J&K Government, New Delhi.
10. Divisional Commissioner, Kashmir/Jammu.
11. Director, Anti Corruption Bureau, J&K.
12. Director, IMPARD, J&K.
13. Chairperson, J&K Special Tribunal, J&K.
14. Secretary, J&K Public Service Commission/BoPEE/SSRB.
15. All Heads of Departments/Managing Directors/Secretary, Advisory Boards.
16. All Deputy Commissioners.
17. Director, Achieves, Archaeology and Museums, J&K.
18. Director Information, J&K.
19. Director Estates, Kashmir/Jammu.
20. Secretary, J&K Service Selection Board/ BoPEE.
21. Secretary, J&K Legislative Assembly.
22. Director, IT&SS, University of Kashmir.
23. General Manager, Government Press, Srinagar/Jammu.
24. Private Secretary to the Hon'ble Deputy Chief Minister.
25. Private Secretary to all the Hon'ble Ministers.
26. Private Secretary to the Chief Secretary, J&K.
27. Private Secretary to Commissioner/ Secretary to the Government, GAD.
28. I/c GAD Website.
29. Stock file.

"Hindi and Urdu version shall follow"