



SOUTH CENTRAL RAILWAY

Headquarters Office  
Personnel Branch  
Secunderabad

No. P[R]/182/V

Date 16.04.2015

ALL HODs, DRMs, CWMs,  
Sr.DPOs/WPOs, Extra Divisional Officers

***Sub: The Lokpal and Lokayuktas Act, 2013 –  
Submission of declarations and assets and  
liabilities by the Railway servants.***

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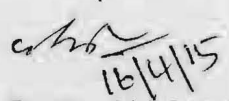
In terms of Board's letter dated 25.03.2015 circulated under SC No. 21/2015, all railway servants are required to furnish information relating to their assets and liabilities under section 44 of the Lokpal and Lokayuktas Act, 2013 in the forms prescribed therein. Board's letter together with the forms have been placed on the official website of SCR and can be accessed at the address [www.scr.indianrailways.gov.in](http://www.scr.indianrailways.gov.in) – about us – departments – personnel- rulz – serial circulars 2015 [21/2015].

As per the instructions contained in the above letter, the first return as on 01.08.2014 is to be filed by all employees by 30<sup>th</sup> April, 2015, the next annual return for the year ending 31.03.2015 is to be filed by 31<sup>st</sup> July, 2015 and the annual returns for the subsequent years as on 31<sup>st</sup> March every year should be filed on or before 31<sup>st</sup> July of that year.

The issue regarding the authority who should obtain the annual returns from the employees and maintain the same has been examined.

It is advised that the annual returns from all employees may be obtained and preserved by the Secretary to the respective PHODs in Headquarters, the Confidential cell under the control of DRM/CWM in respect of Divisions/Workshops and the officer- in-charge in respect of extra divisional units as is being done in the case of Annual Performance Appraisal Reports [APARs].

This issues with the approval of CPO/Admn.

  
16/4/15  
(P. Radha Krishna)  
Secretary to CPO  
For Chief Personnel Officer.