

**Government of Jammu and Kashmir  
General Administration Department  
(Vigilance)**

Civil Secretariat; Jammu/Srinagar

Dated: 27<sup>th</sup> of December, 2024.

**Subject:** Filing of Annual Property Return by the J&K Government Employees through online Property Returns System (PRS Portal) for the year, 2024.

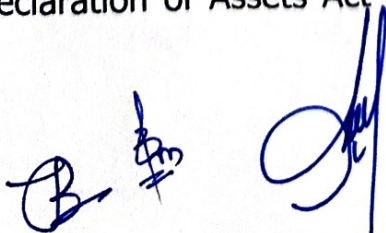
**Circular No.30-JK(GAD) of 2024  
Dated:27.12.2024**

Sub Section 2 of Section 9 of the Jammu and Kashmir Public Men and Public Servants Declaration of Assets and other Provisions Act, 1983 lays down that it shall be incumbent on the part of every public servant to submit annual returns of the assets held by him and his family members in the month of January every year and shall indicate the reasons for increase, if any, in the assets and source thereof.

**2.** The Jammu and Kashmir Public Servants Declaration of Assets Act and Rules made thereunder provides for imposing a penalty for non-submission of the property returns by the public servants. It is further provided that if any public servant without any reasonable cause which he shall be required to show, fails to submit the return annually, he shall be guilty of committing criminal misconduct under the Prevention of Corruption Act and shall be punishable under the said Act.

**3.** The said Act and Rules also lay down that every public servant shall submit annual property returns, as per instruction issued by the Government from time to time, in respect of all the assets possessed by him and his family members.

**4.** With a view to make the process of filing of property returns employee friendly, the Government of Jammu & Kashmir has launched online portal for filing of annual property returns (PRS-Portal) by each and every J&K Government Employee, as mandated under the Jammu and Kashmir Public Servants Declaration of Assets Act and Rules made thereunder and also as per



the provisions of the Employees Conduct Rules, every year ending 31<sup>st</sup> December, by or before 31<sup>st</sup> January of the next calendar year.

5. The PRS-Portal is accessible on <https://prs.jk.gov.in>. The employees can file their annual property returns on the said portal from 1<sup>st</sup> of January and the facility automatically gets closed on 31<sup>st</sup> of January every year.

6. The non-submission of property returns by the employees shall invite action against them under the Prevention of Corruption Act, besides, shall result in **denial of their Vigilance Clearance**.

7. Accordingly, all the employees working under the Jammu and Kashmir Government are advised to file their property returns for the year 2024, on the PRS Portal, which is accessible on <https://prs.jk.gov.in> w.e.f 1<sup>st</sup> January, 2025 upto 31<sup>st</sup> January, 2025.

8. Further, it is enjoined upon all the DDOs to ensure registration of those employees, who have not yet registered on the PRS Portal. Besides, ensuring filing of property details by their cent percent employees, within the specified timelines. **The portal will automatically close on 31<sup>st</sup> January, 2025.**

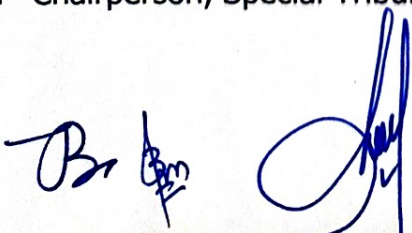
Sd/-

(Sanjeev Verma)IAS,

**Commissioner/Secretary to the Government.**

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2. Director General, IMPA&RD, J&K.
3. Director General of Police, J&K.
4. All Principal Secretaries to the Government.
5. Principal Secretary to the Lieutenant Governor.
6. All Commissioner/Secretaries to the Government.
7. Chief Electoral Officer, J&K.
8. Principal Resident Commissioner, J&K Government, New Delhi.
9. Divisional Commissioner, Kashmir/Jammu.
10. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
11. Director, Anti Corruption Bureau, J&K.
12. Chairperson, Special Tribunal, J&K.



13. All Heads of Departments/Managing Directors/Secretary, Advisory Boards.
14. All Deputy Commissioners.
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17. Director, Estates, Kashmir/Jammu.
18. Secretary, J&K Academy of Art, Culture & Languages.
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20. Secretary, J&K Legislative Assembly.
21. Director, IT&SS, University of Kashmir.
22. General Manager, Government Press, Srinagar/Jammu.
23. Private Secretary to the Hon'ble Chief Minister, J&K.
24. Private Secretary to the Hon'ble Deputy Chief Minister, J&K.
25. Private Secretary to the Hon'ble Minister for Health & Medical Education, School Education, Higher Education and Social Welfare Departments.
26. Private Secretary to the Hon'ble Minister for Jal Shakti, Forest, Ecology & Environment and Tribal Affairs Departments.
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29. Private Secretary to the Chief Secretary, J&K.
30. Private Secretary to Commissioner/Secretary to the Government, GAD.
31. I/c Website, GAD.
32. Circular/Stock file.

  
(Rahul Sharma)JKAS,  
**Under Secretary to the Government.**