

FORM FOR INTIMATION OF ACQUISITION / DISPOSAL / INTIMATION OR INTENTION OF ACQUISITION / DISPOSAL OF PROPERTY MOVABLE/ IMMOVABLE REQUIRED UNDER RULE 15 OF THE FCI ARAVALI GYPSUM AND MINERALS INDIA LIMITED, EMPLOYEES' (CONDUCT, DISCIPLINE & APPEAL) RULES, 2005 AS AMENDED FROM TIME TO TIME.

1. Name of employee (in full) :
2. Designation :
3. Employee No.
4. Present scale & basic pay :
5. Name of property acquired/ to be acquired, to dispose off/ to be disposed off.(State movable or immovable) :
6. In case of immovable property full details about its location viz., Village, Taluq, District and State in which situated :
7. Extent of property and description. In case of cultivable lands, wet, dry or garden land, freehold or lease hold. :
8. Interest acquired/disposed of part or full, whether by purchase, gift, lease or mortgage, etc. :
9. In case of movable property full description of the property should be given. (In case of purchase of car, motor-cycle, scooter etc., make, model and registration number, name, address and full particulars of party from whom purchased, etc., should be given) :
10. Investments in UTI/Shares/ Debentures/ Fixed Deposits/Other receipts, etc. :
11. Total value of property :
12. Source or sources from which the acquisition: was financed/is to be financed.
  - (a) Own savings (Cash/Cheque drawn from Bank A/C No.) :
  - (b) Other sources giving the details :
    - e.g., loan, etc.
    - (i) From whom loan taken (Name, Address, PAN No. EMI Amount, No. of instalments, etc.) :
    - (ii) Demand Draft/Cheque No. & Date and drawn bank) :

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13. Financial effect of the disposal of the property. (State the selling price) :
14. In case of disposal of the property, was any sanction obtained (an attested copy of the sanction should be attached) :
15. The date on which the transaction was started and completed. :
16. Is the acquisition/disposal made through a reputed dealer? If so, name and address of the dealer should be given. :
17. If the acquisition/disposal is through private negotiation from a party other than a reputed dealer, name and address of the party should be given. :
18. Is the party related to be applicant (Give relationship) :
19. Did the applicant have any dealings with him in his official capacity at any time or is the applicant likely to have any dealings with him in the near future? :
20. Remarks, if any. :

DECLARATION

I \_\_\_\_\_ hereby declare that the particulars given above are true. I request that I may be given permission to acquire / dispose off the property as described above through the party / dealer whose name and address is mentioned in the Column 16/17 above.

OR

I \_\_\_\_\_ hereby intimate the acquisition / disposal of property by me as detailed above through the dealer whose name and address is furnished against Col.16/17 above. I also declare that the particulars given above are true.

Station:

Signature:

Dated:

Designation:

C/E.No.:

Signature of Sectional Head

Signature of HOD

- NB:
1. Portion not applicable should be struck off.
  2. Every entry should be legibly written, if it cannot be typed.
  3. Statement made in the application should be complete and specific and NOT vague.
  4. A copy of the proof of the transaction, like cash receipt, etc., should be enclosed.
  5. As regards immovable property, entries made in the form should correspond to the entries made in the Annual Statements of the Immovable Property Returns.