

F.No. 9/1/2014/Vig./102
Government of India
Ministry of Commerce & Industry
Department of Commerce
Directorate General of Foreign Trade

Udyog Bhavan, New Delhi
Dated 04.04.2016

CIRCULAR

Subject: Declaration of Assets and Liabilities by public servants under section 44 of the Lokpal and Lokayuktas Act, 2013 – filing of Returns by public servants **on or before 15th April, 2016 – Regarding.**

Please refer to DGFT's Circular dated 13.10.2015 on the above mentioned subject whereby it was informed that the last date for filing of revised returns for the year 2014 (as on 01.08.2014) and the returns for the year 2015 (as on 31.03.2015) by public servants under section 44 of the Lokpal and Lokayuktas Act, 2013 was extended upto 15.04.2016.

2. It may be noted that DOP&T vide its O.M. No. 407/12/2014-AVD-IV(B) dated 28.03.2016 has informed that **there shall be no further extension of the aforesaid last date i.e. 15.04.2016.**

3. The formats to be used for submission of these returns to competent authorities have already been communicated to all concerned vide Circular dated 22.01.2015 (available on DGFT website).

4. In this regard, it is informed that the returns are to be filed as per the following timelines :-

- (i) The first return as on **01.08.2014** under the Lokpal and Lokayuktas Act, 2013 should be filed **on or before the 15.04.2016.**
- (ii) The next return **as on 31.03.2015** under the Lokpal and Lokayuktas Act, 2013 should be filed **on or before the 15.04.2016.**
- (iii) The annual return **as on 31.03.2016** under the Lokpal and Lokayuktas Act, 2013 should be filed **on or before the 31.07.2016.**
- (iv) The annual return for subsequent years **as on 31st March every year** should be filed **on or before the 31st July of that year.**

5. All officers/ officials of DGFT are requested to comply with the aforesaid timelines with regard to their submission of declaration of Assets & Liabilities.

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To

1. PPS to DG
2. PS to all Addl. DGs
3. All Group 'A', Group 'B' & Group 'C' Officers/officials at Headquarters of DGFT with the request to ensure necessary compliance.
4. All Heads of Zonal/ Regional Officers of DGFT. The contents of this circular may be conveyed to all Group 'A', Group 'B' and Group 'C' officers/officials working under their control.
5. HRD-II and HRD-III Sections are requested to bring the contents of this circular to the knowledge of all the Group 'B' and Group 'C' officials in Headquarters of DGFT especially those who are on the strength of DGFT Headquarters but are not specifically attached to any of the sections of the Headquarters.
6. Section Incharge/ FTDOs in DGFT are requested to bring the revised schedule to the knowledge of all the officials working under their control (Group 'B' and 'C' officials of their respective Section(s)).
7. EDI Section, DGFT HQ is requested to upload the circular on the website of this Organization.