

**HINDUSTAN AERONAUTICS LIMITED
(CORPORATE OFFICE)**

**RETURN OF ASSETS & LIABILITIES ON FIRST APPOINTMENT OR AS ON
31ST Mar, XXXX**

1. Name of the Employee in Full :
(in block letters)
2. (a) EID No. :
Designation :
Grade (Officer) :
Scale (Workman) :
- (b) Department :

Declaration:

I hereby declare that the Return enclosed, namely Forms I to IV are complete, true & correct to the best of my knowledge & belief, in respect of information due to be furnished by me under the Provisions of Section 44 of the Lokpal and Lokayuktas Act, 2013.

Counter Signature:.....

Signature :

Date :

Date :

- In case of First Appointment, please:
indicate the date of Appointment

Note 1: This Return shall contain particulars of all Assets & Liabilities of the employee either in his/her own name or in the name of any other person. The Return should also include details in respect of Assets/Liabilities of Spouse and Dependent Children as provided in Section 44(2) of the Lokpal and Lokayuktas Act, 2013.

[Section 44(2): A Public Servant shall within a period of thirty days from the date on which he makes and subscribes an oath or affirmation to enter upon his Office, furnish to the Competent Authority, the information relating to -

- a) The assets of which he, his spouse and his dependent children are, jointly or severally, owners or beneficiaries;
b) His liabilities and that of his spouse and his dependent children].

Note 2: If the employee is a member of Hindu Undivided Family with coparcenary rights in the properties of the family either as a "Karta" or as a member, he should indicate in the Return in Form No III the value of his share in such property and where it is not possible to indicate the exact value of such share, its approximate value. Suitable explanatory Notes may be added, wherever necessary.

Note 3: "Dependent Children" means sons and daughters who have no separate means of earnings and are wholly dependent on the Public Servant for their livelihood (Explanation below Section 44(3) of Lokpal and Lokayuktas Act, 2013).

HINDUSTAN AERONAUTICS LIMITED
(CORPORATE OFFICE)

FORM No. I

DETAILS OF THE EMPLOYEE, HIS/ HER SPOUSE AND DEPENDENT CHILDREN

Name : EID No. :
Department : Designation :
Grade (Officer) : Date of Joining HAL:
Scale (Workman) :

Sl. No.	Details	Name	Public Position held, if any	Whether return being filed by him/her, separately
1	Self			
2	Spouse			
3	Dependent-1			
4	Dependent-2			
5.	Dependent-3			

Counter Signature:.....

Signature::.....

Date :

Date :

**HINDUSTAN AERONAUTICS LIMITED
(CORPORATE OFFICE)**

FORM No. II

**STATEMENT OF MOVABLE PROPERTY ON FIRST APPOINTMENT OR AS ON THE
31ST Mar, XXXX**

Name : _____ **EID No.** : _____
Department : _____ **Designation** : _____
Grade (Officer) : _____ **Date of Joining HAL** : _____
Scale (Workman) : _____

SI No	Description	Value in Rs. / Weight in Gms / Details	Remarks if any
(i)	Cash and Bank Balance		
(ii)	Insurance (Premium paid)		
	Fixed / Recurring Deposit (s)		
	Shares / Bonds		
	Mutual Funds(s)		
	Other Investments, if any		
(iii)	Personal Loans / Advances given to any person or entity including Firm, Company, Trust etc., and other receivables from Debtors and the amount. (Exceeding two months basic pay or Rs. 1 lakh as the case may be)		
(iv)	Motor Vehicles (Details of Make, Registration Number, Year of Purchase and Amount paid)		
(v)	Jewellery (Give details of approximate weight (plus or minus 10 gms in respect of gold & precious Stones and plus or minus 100 gms in respect of Stones and plus or minus 100 gms in respect of silver)		
	Gold		
	silver		
	Precious Metals and Precious Stones		
	Composite Items (Indicate Approx Value)		

(vi)	Any other Assets (give details of movable assets not covered in (i) to (v) above (a) Furniture (b) Fixtures (c) Antiques (d) Paintings (e) Electronics Equipments (f) Others indicate the details of an assets, only if the total current value of any particular assets in any particular category {eg : Furniture, Fixture, Electronic Equipments, etc} exceeds two months Basic Pay or Rs. 1 lakh as the case may be)		
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Counter Signature :

Signature :

Date :

Date :

Note 1 : Details of deposits in foreign Bank(s) to be given separately

Note 2 : Investments above Rs. 2 lakhs to be reported individually, Investments below Rs. 2 lakhs. May be reported together

Note 3 : Value indicated in the First Return need not be revised in subsequent Returns as long as no new composite items had been acquired or no existing items had been disposed of during the relevant year.

**HINDUSTAN AERONAUTICS LIMITED
(CORPORATE OFFICE)**

FORM No. III

STATEMENT OF IMMOVABLE PROPERTY ON FIRST APPOINTMENT OR AS ON THE 31ST MARCH, XXXX
(e.g. Land, House, Shops, Other Buildings, etc.)

Name : _____ **EID No.** : _____

Department : _____ **Designation** : _____

Grade (Officer) : _____ **Date of Joining HAL** : _____

Scale (Workman) : _____

Sl. No.	Description of Property (Land/House/F lat/ Shop / Industrial etc.)	Precise location (Name of District, Division, Taluk and Village in which the Property is situated and also its distinctive number, etc.)	Area of Land (in case of Land and Buildings)	Nature of Land in case of Landed Property	Extent of interest	If not in the name of the employee, state in whose name held and his/her relationship, if any to the employee	Date of acquisition	How acquired (whether by purchase, Mortgage, lease, inheritance, gift or otherwise) and name with details of person/persons from whom acquired (address and connection of the Government Servant, if any, with the person / persons concerned) (Please see Note below) and cost of acquisition.	Present value of Property (If exact value not known, approx. value may be indicated)	Total Annual Income from the Property	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

Counter Signature:

Signature:

Date:

Date:

Note: For purpose of Column 9, the term "Lease" would mean a Lease of Immovable Property from year to year or for any term exceeding one year or reserving a yearly rent. Where, however, the Lease Of Immovable Property is obtained from a person having official dealings with the Government Servant, such a Lease should in this Column irrespective of the term of the Lease, whether is Short Term or Long Term, and periodicity of the payment of rent.

**HINDUSTAN AERONAUTICS LIMITED
(CORPORATE OFFICE)**

FORM No. IV

**STATEMENT OF DEBTS AND OTHER LIABILITIES ON FIRST APPOINTMENT OR AS ON
31ST Mar, XXXX**

Name : EID No. :
Department : Designation :
Grade (Officer) : Date of Joining HAL :
Scale (Workman) :

Sl. No.	Debtor (Self /Spouse or dependent children)	Name & Address of Creditor	Date of Debt / Liability and count	Remarks
1	2	3	4	5

Counter Signature:

Signature:

Date:

Date :

Note 1 : Individual items of Loans not exceeding two months Basic Pay (where applicable) and Rs. 1 Lakh in other cases need not be included.

Note 2 : The statement should include various Loans & Advances (exceeding the value in Note 1) taken from Banks, Companies, Financial Institutions, Central /State Government and from Individuals.