

F.No. GAD-VIG0APR/4/2021-09-GAD (CC: 103216)
Government of Jammu and Kashmir
General Administration Department
(Vigilance)

Civil Secretariat; Jammu/Srinagar
Dated: 5th of February, 2026.

Subject: Annual Property Returns on PRS Portal: Extension of timeline.

Notification

Vide Circular No. 26-JK(GAD) of 2025 dated 17.12.2025, all the employees working under Jammu and Kashmir Government were advised to file property returns for the year 2025, w.e.f. 1st of January, 2026 to 31st of January, 2026 on the PRS portal, accessible on <https://prs.jk.gov.in>.

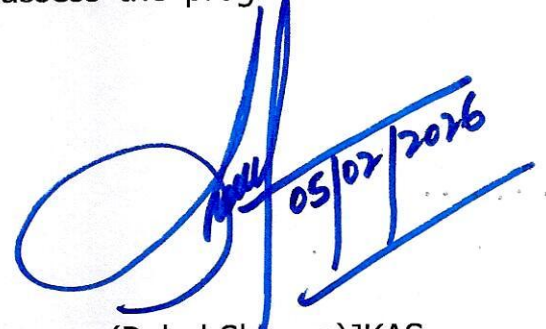
2. However, it has been observed that a considerable number of employees have failed to submit their Property Returns within the prescribed timeline, resulting in a default in this mandatory process. Furthermore, it has been noted that several employees have registered on the portal, but have not submitted their Property Returns, thus also causing a default in submission of their details.

3. Failure or non-submission of Property Returns by the Government employees attracts a punitive action under the provisions of the Jammu and Kashmir Public Men and Public Servants Declaration of Assets Act and Rules made thereunder. Additionally, defaulting employees shall be deemed to have committed criminal misconduct under the Prevention of Corruption Act and will be subject to penalties as stipulated in the Act. Furthermore, the non-submission of property return leads to the denial of vigilance clearance for the defaulting employees.

4. The matter has been considered in the General Administration Department and it has been decided that a last and final opportunity may be granted to the employees, who have failed to submit their property returns within the prescribed timeline. Accordingly, the time-line for submission of property returns by the defaulting employees through online mode on the Property Return System (PRS Portal), is extended by a period of **fifteen (15) days** w.e.f. the date of issuance of this notification.

5. In case the employees encounter issues related to OTP, they shall update their current mobile numbers and email IDs on CPIS portal. For any other issue/technical support, employees may forward their concerns on support-prs@jk.gov.in for speedy redressal.

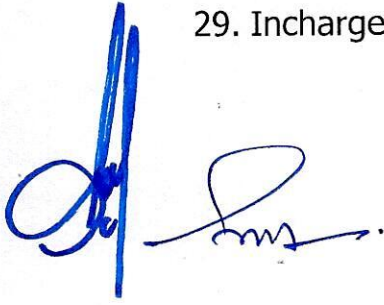
6. It is hereby enjoined upon all the Controlling Officers/Drawing and Disbursing Officers (DDOs) to ensure strict compliance with regard to filing of property returns by all the employees of their establishment. Further, Administrative Departments shall also monitor and assess the progress in this regard.


(Rahul Sharma)JKAS
Under Secretary to the Government.

Copy to:-

1. All Financial Commissioners (Additional Chief Secretaries).
2. Additional Chief Secretary to the Hon'ble Chief Minister.
3. Director General of Police, J&K.
4. All Principal Secretaries to Government.
5. Principal Secretary to the Hon'ble Lieutenant Governor.
6. Joint Secretary (Jammu, Kashmir and Ladakh), Ministry of Home Affairs, Government of India.
7. Chief Electoral Officer, J&K.
8. All Commissioner/Secretaries to the Government.
9. Director, Anti Corruption Bureau, J&K.
10. Divisional Commissioner, Jammu/Kashmir.
11. Resident Commissioner, J&K Government, New Delhi.
12. Chairperson, J&K Special Tribunal.
13. Director, J&K Institute of Management, Public Administration and Rural Development.
14. Secretary, J&K Public Service Commission/SSB/BOPEE.
15. Director Estates, Jammu/Kashmir.
16. All Deputy Commissioners.
17. Director Information, J&K.

18. All Heads of the Department/Managing Directors.
19. Director, Archives, Archaeology and Museums, J&K.
20. Private Secretary to Hon'ble Chief Minister.
21. Director, IT&SS, University of Kashmir.
22. General Manager, Government Press, Jammu/Srinagar.
23. Private Secretary to Hon'ble Deputy Chief Minister.
24. Private Secretaries to all Hon'ble Ministers.
25. Private Secretary to Advisor to Hon'ble Chief Minister.
26. Private Secretary to the Chief Secretary.
27. Private Secretary to Commissioner/Secretary to the
28. Government, General Administration Department.
29. Incharge Website, GAD

A handwritten signature in blue ink, consisting of a large, stylized 'D' followed by a horizontal line and a small flourish.