

Government of Odisha
General Administration & Public Grievances (S.E.) Department

No. **336** /SE

Dated **23.02.2026**

GAD-SEA-MISC-0006-2021

From

Shri Ghasiram Murmu
Special Secretary to Government.

To

All Departments of Government/
All RDCs/ All Collectors & District Magistrates.

Sub: Extension of timeline for submission of Property Statement for the year, 2025, in HRMS portal.

The undersigned is directed to say that in terms of the Odisha Government Servants' Conduct (Amendment) Rule, 2021 every Government servant from the level of Group A to Group D is required to make a true and complete declaration of all his assets, movable and immovable, and the value thereof as on the 1st January every year online in the HRMS portal on or before 31st January of that year.

As such the timeline for submission of the annual Property Statement by the State Government employees for the period from 01.01.2025 to 31.12.2025 was to be submitted by **31st January 2026**, regarding which a sensitization letter addressing all concerned was issued vide this Department **letter no 1855/SE dated 29.12.2025 and letter no.92/SE dated 20.01.2026**.

However, it has come to the notice of this Department that a large number of employees are yet to file their annual property return by the above date line. After careful consideration, the Government has been pleased to extend the time limit up to **31st March, 2026**, as one last chance for the defaulting employees to submit their annual property statement for the year 2025, online in the HRMS portal.

This may be brought to the notice of all concerned under their administrative control for strict compliance by the respective employees. The concerned employees may also be advised not to wait till the fag end of the scheduled closing date and submit their property statement sufficiently ahead of the deadline. Failing of filling of annual property returns, disciplinary action shall be initiated. The A/Ds are requested for strict compliance of above.


Special Secretary to Government.

Memo No. **337** /SE

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Copy forwarded to the Executive Director, CMGI, Bhubaneswar for information and necessary action. This may be exhibited on the Home Page of the HRMS site for wide publication and sensitization.

After the closing date i.e. on 31.03.2026, the department wise list of defaulting officers to be forwarded to the respective Departments under intimation to this Department.


Special Secretary to Government.