

**UNIVERSITY OF KERALA**

**Thiruvananthapuram, Kerala, India – 695034**

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)  
(Re-accredited by NAAC with 'A' Grade)

No. Ad.A.VI/1/KERALA LOK AYUKTA/2022

Dated: 07.03.2022

**CIRCULAR**

***Sub: Kerala Lok Ayukta—Statement of Assets and Liabilities of staff—reg.***

As per section 22 of the Kerala Lok Ayukta Act, the staff of the University (except class IV Employees) shall once in two years, submit the statements of their Assets and Liabilities and those of the members of their family in the prescribed forms to the Registrar, Kerala Lok Ayukta.

Explanation: In this Section 'family' means the spouse and such children and the parents of the Public Servant who are dependent on him/her.

The staff of the University [Vice-Chancellor, Pro-Vice-Chancellor, Statutory Officers, Teachers and employees (except Class IV employees)] are therefore requested to furnish the details of statements of Assets and Liabilities as on 01.01.2022 in the prescribed forms and forward the same to the Registrar, University of Kerala on or before 20.04.2022 for submission before the Lok Ayukta.

The following guidelines be followed in this regard:

1. The Heads of the Departments/Offices shall collect the above statements from the Teachers/Employees.
2. The Deputy Registrars of the University Office shall collect the above statements from the employees of their respective sections.
3. The Private Secretaries to Vice-Chancellor, Pro-Vice-Chancellor, Personal Assistants to the Statutory Officers shall collect the above statements from the Vice-Chancellor/ Pro-Vice-Chancellor, Statutory Officers respectively and forward the same along with the statements of other employees in their respective offices.
4. The Joint Registrars and Deputy Registrars of the University Office shall forward the statements to Registrar, University of Kerala.
5. Copies of the prescribed forms (Forms A, B & C) are available on request from the General Store, University Office, Senate House Campus, Thiruvananthapuram.
6. Statements received after **20.04.2022** will not be forwarded to the Registrar, Kerala Lok Ayukta.
7. Contents of the circular shall be brought to the notice of all concerned.
8. It is mandatory to superscribe the Employee ID in the duly filled form.

*Sd/-*  
**REGISTRAR**

Copy to:

1. PS to VC/PVC
2. PA to Registrar/CE/FO/DPD
3. All Heads of Departments/Offices in the University
4. All Branch Officers/Section Heads in the University
5. JR, Admn. Unit, Kariavattom
6. P.R.O
7. Officers in charge of KUSRC/DOICs/TICs/Teacher Education Centres/Study Centres
8. Stock File/File Copy