



Department of Information Technology
& Communication, Rajasthan



राज-काज

IPR Submission Process

RajKaj 2.0

Date: 31-12-2025 Time: 02.00 PM

INTRODUCTION

- The Government of Rajasthan mandates all Gazetted and Non-Gazetted employees to declare details of immovable properties acquired in their own name or in the name of dependents, whether purchased, inherited, or received as a gift.
- As per the instructions of the Department of Personnel, state employees are required to submit their Immovable Property Return (IPR) online every year through the RajKaj IPR Module.
- In accordance with departmental instructions, the IPR for the year 2025 (as on 1st January 2026) is to be submitted online through RajKaj New Version 2.0 via <https://erajkaj.rajasthan.gov.in>

Steps to Fill IPR

1. Access to RajKaj2.0 IPR Portal
2. Selection of Public Service Category of the Employee as per His/Her Appointing Department/Office
3. Employee Profile Completion
4. Declare IPR as Nill if Employee doesn't own any Property
5. Add Property if Employee owns Properties
6. After Adding Properties Employee Declare and Submit IPR
7. Preview of IPR before Submission

Step-01: Access to RajKaj2.0 IPR Portal

- RAJKAJ Portal: erajkaj.rajasthan.gov.in
 - Sign In/Fill IPR >> RajSSO Login >> IPR Module

The screenshot shows the official website of the Department of Information Technology & Communication, Government of Rajasthan. The header includes the Indian national emblem, the text 'DEPARTMENT OF INFORMATION TECHNOLOGY & COMMUNICATION GOVERNMENT OF RAJASTHAN', and navigation links for 'Screen Reader Access' (with font size options A+, A, A-, Aa, and आ), 'Home', 'Services', 'About Us', 'Contact Us', and a 'Sign in' button. Below the header, a large banner features the text 'The future of government operations is digital' and a subtext: 'Transform your government office with RajKaj 2.0 - the comprehensive platform that modernizes file management, office procedures, and employee services.' A search bar with placeholder text 'Search services, forms, or information...' and a 'Search' button are also visible. On the right side, there is a section titled 'अचल संपत्ति विवरण (IPR) भरना है अनिवार्य' (Filling IPR is mandatory) with a subtext: 'अमरकृत राजकार्मिकों को प्रतिवर्ष 1 जनवरी की स्थिति में अचल संपत्ति विवरण राज-काज के माध्यम से अनिवार्यतः प्रस्तुत किया जाना है'. Below this, there is a screenshot of a laptop displaying the IPR application interface. Three blue arrows on the right point to specific features: 'SSO में लॉग-इन करें और RajKaj IPR पढ़ जाएं', 'राज-काज के नए तरीन 2.0 में प्रोफाइल अपडेट कर प्राप्तिं वालेट में अपली समर्ट संपत्तियों का विवरण दर्ख करें', and '1 जनवरी 2026 से 31 जनवरी 2026 के मध्य अचल सम्पत्ति विवरण को डिवलेपर / सर्विसेट करें'.

DEPARTMENT OF INFORMATION TECHNOLOGY & COMMUNICATION
GOVERNMENT OF RAJASTHAN

Screen Reader Access | A+ A A- Aa आ

Sh. Bhajan Lal Sharma
Chief Minister, Rajasthan

Col. Rajyavardhan Rathore
Minister, IT&C

राज काज 2.0

Home Services About Us Contact Us

Sign in

Fill IPR

The future of government operations is digital

Transform your government office with RajKaj 2.0 - the comprehensive platform that modernizes file management, office procedures, and employee services.

Search services, forms, or information... Search →

Popular searches:

Leave application File tracking Employee verification Document download APAR system

Grievance portal

Fill IPR → Watch demo

अचल संपत्ति विवरण (IPR)
भरना है अनिवार्य

अमरकृत राजकार्मिकों को प्रतिवर्ष 1 जनवरी की स्थिति में अचल संपत्ति विवरण राज-काज के माध्यम से अनिवार्यतः प्रस्तुत किया जाना है

SSO में लॉग-इन करें और RajKaj IPR पढ़ जाएं

राज-काज के नए तरीन 2.0 में प्रोफाइल अपडेट कर प्राप्तिं वालेट में अपली समर्ट संपत्तियों का विवरण दर्ख करें

1 जनवरी 2026 से 31 जनवरी 2026 के मध्य अचल सम्पत्ति विवरण को डिवलेपर / सर्विसेट करें

Rajkaj Rajkaj erajkaj.rajasthan.gov.in

Step-02: Selection of Public Service Category

- The employee shall select the Public Service Category corresponding to his/her **Appointing Department**.
- Based on this selection, the employee's Service Details (such as **Designation, Service Cadre, etc.**) will be shown according to this.



Hi Anshu Jain



Welcome to Rajkaj

Hi Bharat Shrivastava



Welcome to Rajkaj

Select Public Service Representative Category you belong to:

Government Employee Autonomous Body/PSU/Board Employee

Judiciary Representative Legislative Members

Political Members Contractual Staff

Get Started



Hi Anshu Jain



Welcome to Rajkaj

Hi Bharat Shrivastava



Welcome to Rajkaj

Select Public Service Representative Category you belong to:

Government Employee Autonomous Body/PSU/Board Employee

Judiciary Representative Legislative Members

Political Members Contractual Staff

Get Started

Step-03: Employee Personal and Service Details Completion

- Employee can fetch his/her Personal Information based on SSO/SIPF option
- Employee can fill remaining information by himself (Selection “Government Employee” & “Autonomous Body/PSU/Board Employee”)

Personal Information Service Details

SSO ID *

Get Data From *

Salutation *

Salutation (in Hindi) *

Full Name *

Full Name (in Hindi) *

Date of Birth *

Gender * Male Female Transgender

E-Mail ID *

Mobile Number *

Status: UNVERIFIED

Government Employee

Logout Previous **Next**

Continue....

Service Details (Selection “Government Employee”)

- Employee can enter service-related details such as designation, department, service category, pay and DDO.
- Employee may upload supporting documents, if required (optional).

Personal Information Service Details

Joining Type *	Designation Category *	Parent Organization / Office *					
Recruitment	Service Designation	Government Of Rajasthan					
Service Rule Name *	Service Classification *	Designation *					
Rajasthan Not Available Service Rules	Subordinate Service	Not Available					
Employment Type	Employment Term *	Service Joining Date *					
Gazetted	Permanent	04/11/2020					
Current Posting Location *	Basic Pay *	DDO Code *					
Select Current Posting Location	Enter Basic Pay	Enter DDO Code					
0 / 12							
Appointment Details							
Employee ID	Date of First Appointment *	Date of Retirement *					
RJKA202026041702	04/11/2020	30/09/2051					
16 / 16							
Document Checklist							
Add Document							
Document Type	Document Description	Document	Verified	Waived Off	Waived Off Till	Status	Actions
No Document Checklist added as of now							

[Logout](#) [Submit](#)

Service Details (Selection “Autonomous Body/PSU/Board Employee”)

- Employee can enter service-related details such as designation, department, service category, pay and DDO.
- Employee may upload supporting documents, if required (optional).

Personal Information Service Details

Joining Type *	Recruitment	Parent Organization / Office *		Designation *	
Employment Type	Gazetted	Employment Term *	Permanent	Service Joining Date *	25/04/2007
Current Posting Location *	Select Current Posting Location 🔍	Basic Pay *	Enter Basic Pay	DDO Code	Enter DDO Code
0 / 12					
Appointment Details					
Employee ID	RVPN200701101958	Date of First Appointment *	25/04/2007	Date of Retirement *	31/01/2039
16 / 16					
Document Checklist					
Add Document					
Document Type	Document Description	Document	Verified	Waived Off	Waived Off Till
Status Actions					
No Document Checklist added as of now					
Logout Submit					

Step-04: Declare IPR as Nill if Employee doesn't own any Property

- Employee can declare IPR as NIL if no immovable property is owned.
- NIL declaration can be reviewed and submitted online.

Home / IPR

Immovable Property Return (IPR)

Welcome to IPR Portal

You haven't declared any properties yet. As a government employee of Rajasthan, it is mandatory to declare your Immovable Property Return (IPR) annually.

Add Your First Property **Declare IPR as NIL**

View Old IPR

Update Profile

Ganesh Narayan Meena

Designation: Programmer
Cadre: Rajasthan Computer State And Subordinate Service Rules
Parent Department: Department of Information Technology and Communication
Posted Department: Commissioner, Information Technology and Communication Department, Rajasthan, Jaipur

Home / IPR / Declare IPR

Declare IPR as NIL

Ganesh Narayan Meena **Verified**

Designation: Programmer
Cadre Name: Rajasthan Computer State And Subordinate Service Rules
Parent Department: Department of Information Technology and Communication
Posted Department: Commissioner, Information Technology and Communication Department, Rajasthan, Jaipur
Basic Pay: -
Date of Birth: 31-10-1984

Valuation 00 **Total Properties** 00 **Total Purchase Value** 00 **Total Present Value** 00 **Total Annual Income** 00

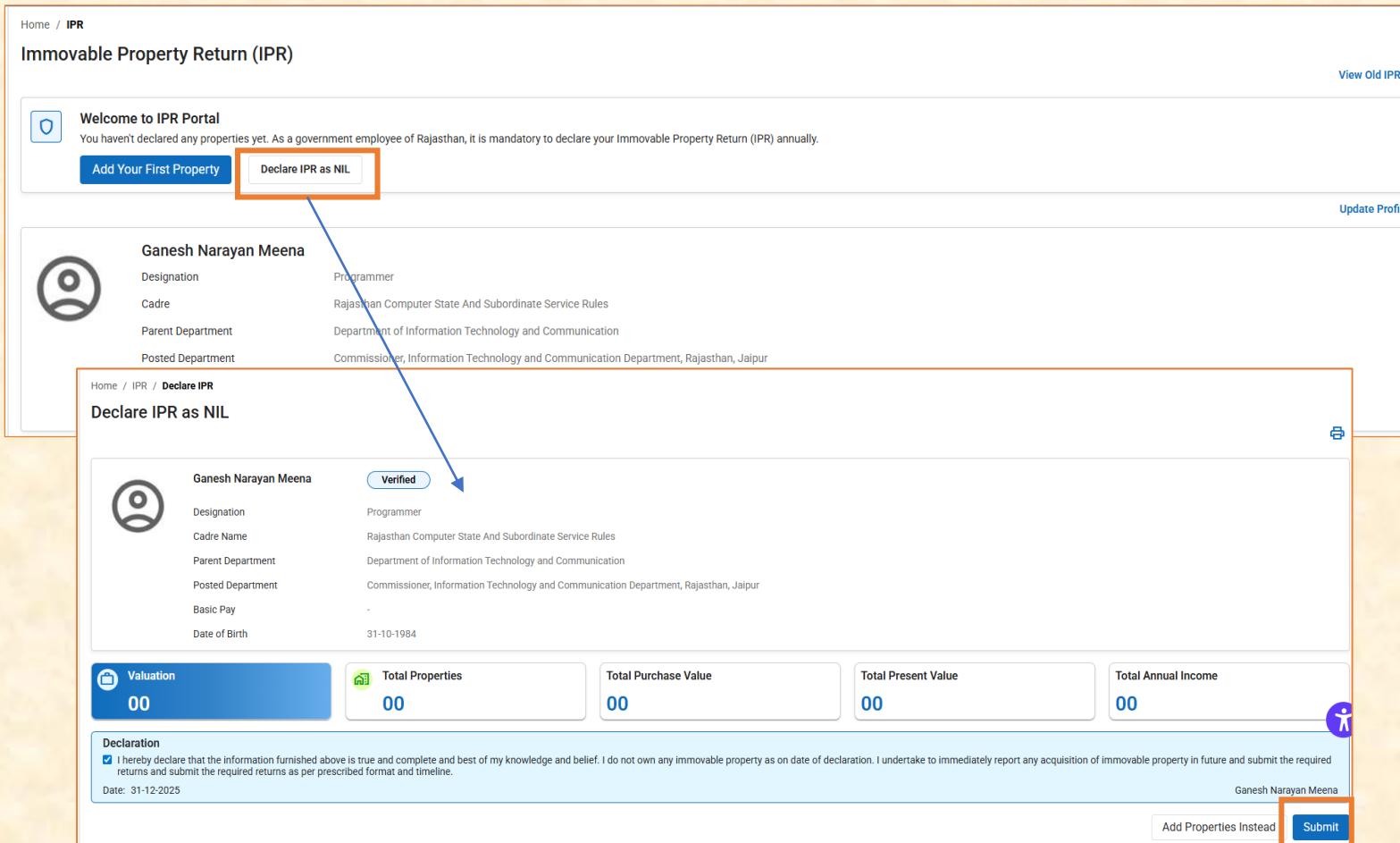
Declaration

I hereby declare that the information furnished above is true and complete and best of my knowledge and belief. I do not own any immovable property as on date of declaration. I undertake to immediately report any acquisition of immovable property in future and submit the required returns and submit the required returns as per prescribed format and timeline.

Date: 31-12-2025

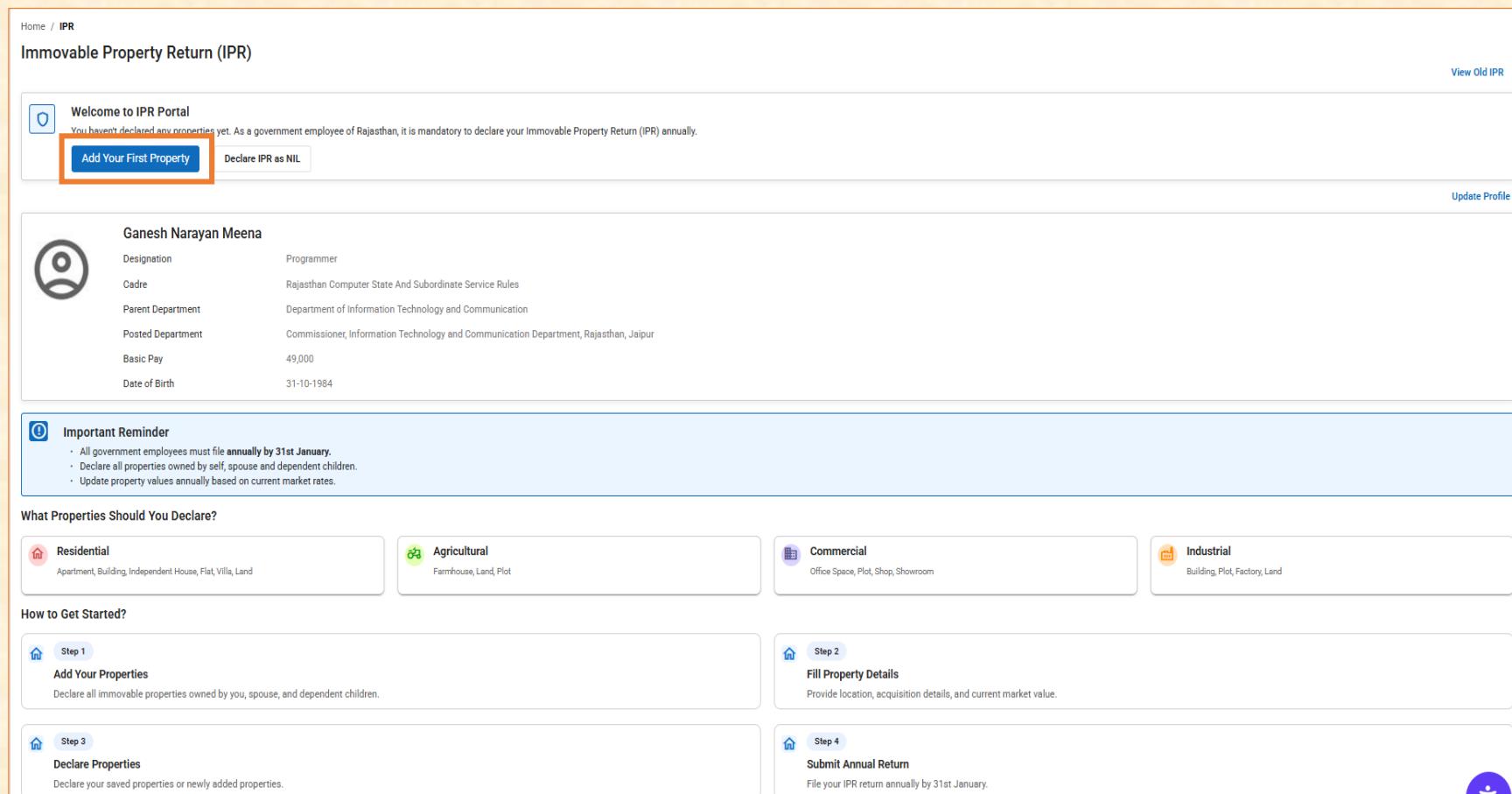
Ganesh Narayan Meena

Add Properties Instead **Submit**



Step-05: Add Property if Employee owns Properties

- Employee can add and manage details of owned immovable properties by selecting the appropriate property type.
- Property information can be declared, reviewed, and submitted.



Home / IPR
Immovable Property Return (IPR)

Welcome to IPR Portal
You haven't declared any properties yet. As a government employee of Rajasthan, it is mandatory to declare your Immovable Property Return (IPR) annually.

[Add Your First Property](#) [Declare IPR as NIL](#)

[View Old IPR](#) [Update Profile](#)

Ganesh Narayan Meena

Designation	Programmer
Cadre	Rajasthan Computer State And Subordinate Service Rules
Parent Department	Department of Information Technology and Communication
Posted Department	Commissioner, Information Technology and Communication Department, Rajasthan, Jaipur
Basic Pay	49,000
Date of Birth	31-10-1984

Important Reminder

- All government employees must file **annually** by **31st January**.
- Declare all properties owned by self, spouse and dependent children.
- Update property values annually based on current market rates.

What Properties Should You Declare?

Residential
Apartment, Building, Independent House, Flat, Villa, Land

Agricultural
Farmhouse, Land, Plot

Commercial
Office Space, Plot, Shop, Showroom

Industrial
Building, Plot, Factory, Land

How to Get Started?

Step 1
Add Your Properties
Declare all immovable properties owned by you, spouse, and dependent children.

Step 2
Fill Property Details
Provide location, acquisition details, and current market value.

Step 3
Declare Properties
Declare your saved properties or newly added properties.

Step 4
Submit Annual Return
File your IPR return annually by 31st January.

Continue....

Add Property Details

- Employee can select property type and sub-type.
- Property address details (rural/urban, address, district, state) are to be entered.

Add Property

Property Details

Property Type *

Select Property Type

Property Sub Type *

Select Property Sub Type

Property Address

Address Location *

Rural Urban

Address Line 1 *

House/Plot Number, Street Name

Address Line 2

Locality, Landmark

Pincode/Zipcode *

PIN Code

Country *

Enter Country

DigiPin

Enter DigiPin

Latitude

Longitude

Longitude

Continue....

Ownership Details

- Employee can select ownership type and upload supporting documents (optional).
- Financial, acquisition, and property value details are to be entered.

Ownership details

Owned By *

Self Dependent Joint

Upload Document(Optional)

[!\[\]\(d3f84a492815e6659914bfcf556a35cb_img.jpg\) Attach File\(s\)](#)

Files Supported : .pdf Maximum Size : 5MB

Financial Details

Manner of Acquisition *

Select Manner

Date of Acquisition *

Select Date Select Month Select Year

Details of person/organization from whom property was acquired

Name *

Enter Name

Contact No.

Enter Contact No.

Present Market Value *

00

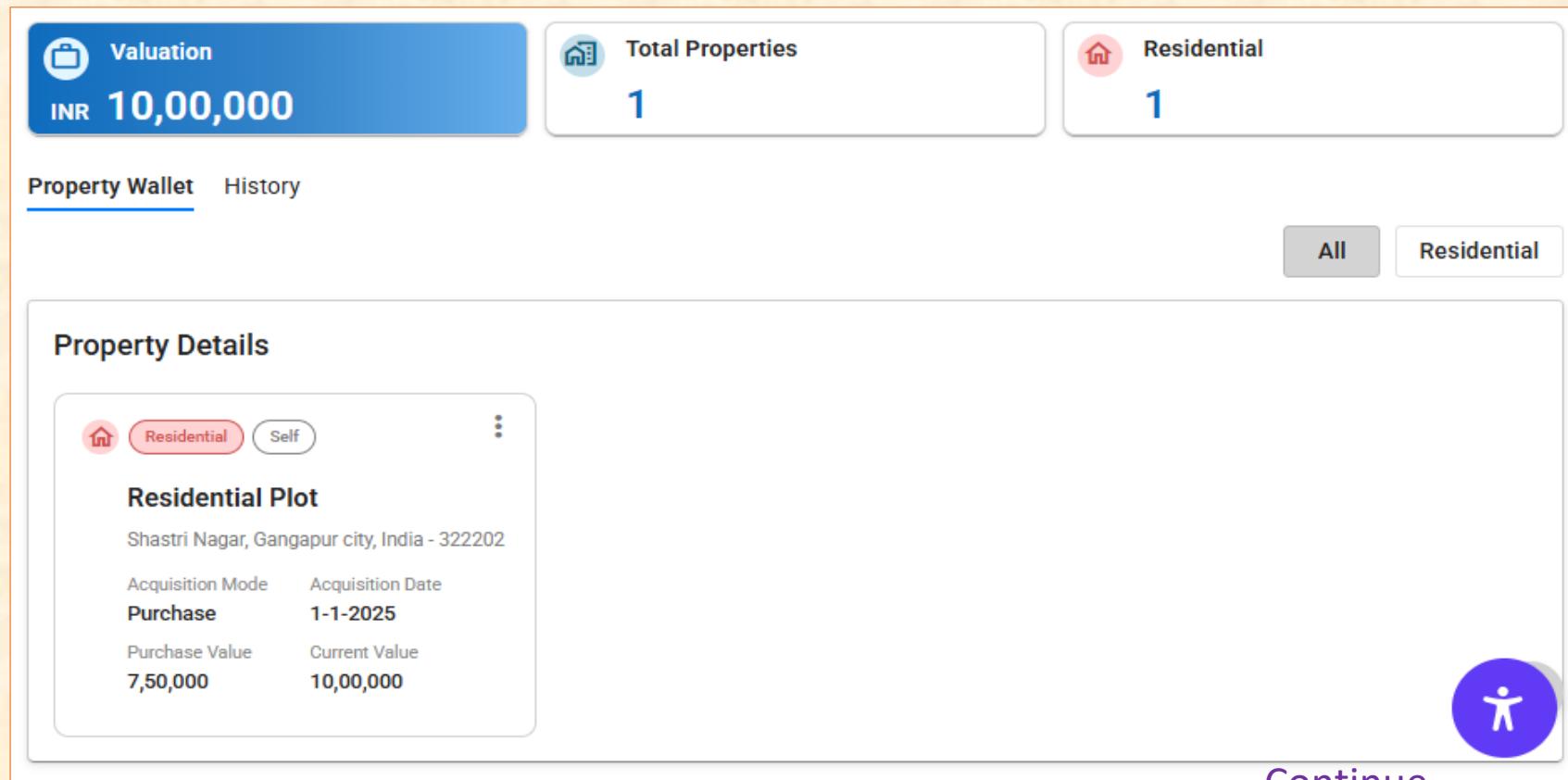
Annual Income From Property

00

Save

Step-06: After Adding Properties Employee Declare and Submit IPR

- Employee adds property details and reviews the Property Summary.
- Employee declares and submits the IPR.



The screenshot shows a user interface for managing properties. At the top, there are three summary boxes: 'Valuation' (INR 10,00,000), 'Total Properties' (1), and 'Residential' (1). Below these are tabs for 'Property Wallet' (selected) and 'History'. A filter bar at the top right includes 'All' and 'Residential' buttons. The main content area is titled 'Property Details' and shows a residential plot in Shastri Nagar, Gangapur city, India - 322202. The plot was purchased on 1-1-2025 for a value of 7,50,000 and is currently valued at 10,00,000. The plot is categorized as 'Residential'. A large blue 'Continue....' button is at the bottom right.

Category	Value
Valuation	INR 10,00,000
Total Properties	1
Residential	1

Property Details

Residential Plot
Shastri Nagar, Gangapur city, India - 322202

Acquisition Mode	Acquisition Date
Purchase	1-1-2025
Purchase Value	Current Value
7,50,000	10,00,000

Continue....

Update & Delete Properties

- Employee can update or release property information as required.

Property Wallet History

All Residential

Property Details

Residential Plot

Shastri Nagar, Gangapur city, India - 3222

Acquisition Mode: Purchase Acquisition Date: 1-1-2025

Purchase Value: 7,50,000 Current Value: 10,00,000

Update Property

Delete Property



Step-07: Preview of IPR before Submission

- Employee can view the details of the declared property.
- Employee can verify property information such as type, address, acquisition details, and present value.
- Employee must review and check the property details before the submission.

Property Summary							
 Property 1							
Type	Address	Ownership	Date of Acquisition	Mode of Acquisition	Purchase Value	Present Value	Annual Income
Residential	Shastri Nagar, Gangapur city, India - 322202	Self	1-1-2025	Purchase	7,50,000	10,00,000	0

Declaration

I hereby declare that the information furnished above is true and complete and best of my knowledge and belief. I undertake to immediately report any acquisition of immovable property in future and submit the required returns and submit the required returns as per prescribed format and timeline.

Date: 30-12-2025

Shrivastava

OTP Authentication

- OTP is sent to the registered mobile number (SSO profile).
- Employee enters and verifies the OTP.
- OTP verification completes the process.

Verify OTP

Enter the OTP sent to your Registered Mobile Number(SSO Profile)

[Resend OTP](#) [Verify OTP](#)

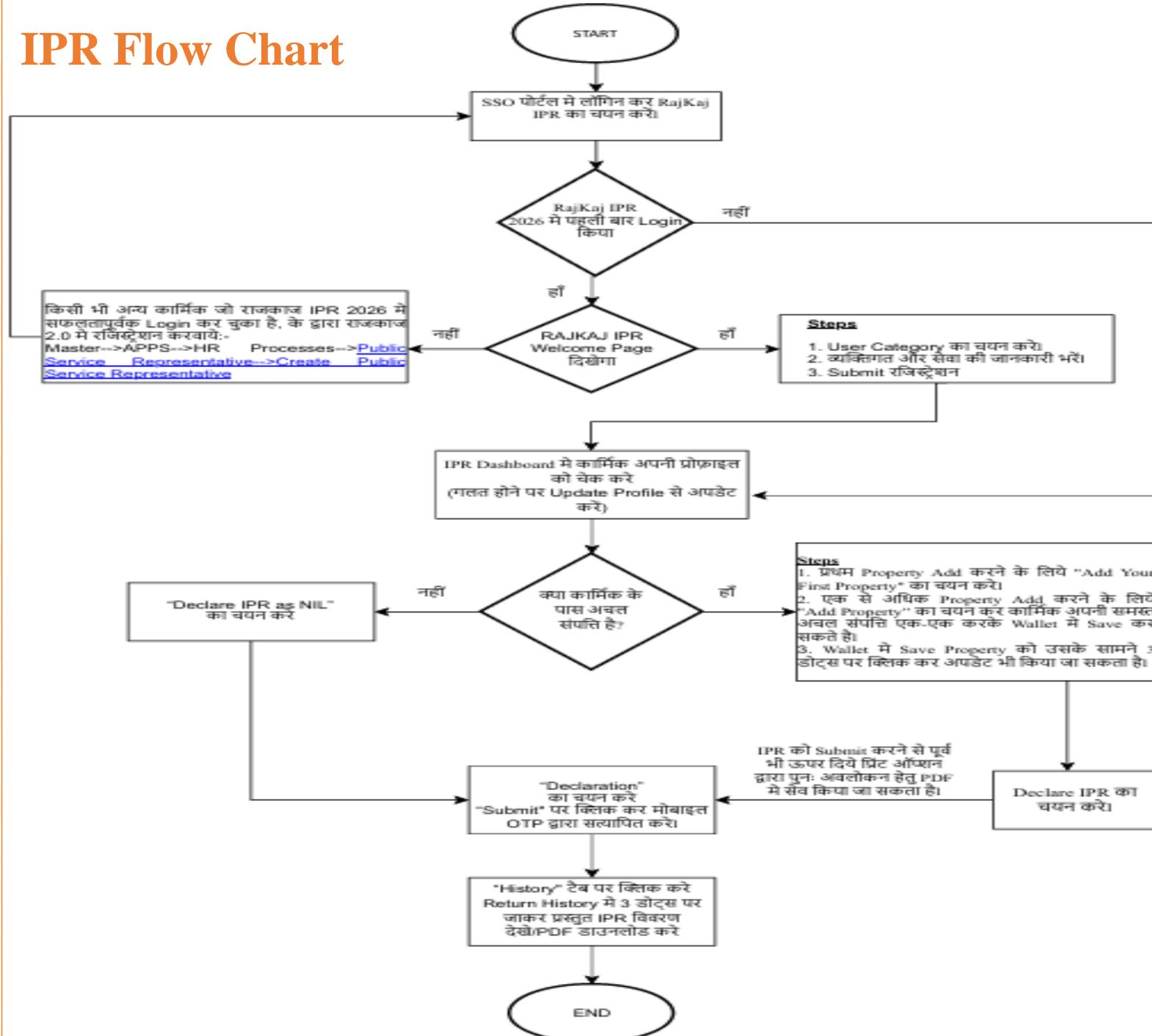
Property Return History

- Employee can view year-wise property details and return history.
- Employee can view and download the PDF report.

The screenshot shows a user interface for property management. At the top, there are three main sections: 'Valuation' (INR 10,00,000), 'Total Properties' (1), and 'Residential' (1). Below these, a navigation bar has 'Property Wallet' and 'History' tabs, with 'History' being the active tab. A success message '1 Returns Filed Successfully' is displayed. The 'Return History' section shows a single entry for 'IPR 2025 - 26' with details: Filed On (30-12-2025), Properties (1), Purchase Value (7,50,000), and Current Value (10,00,000). A three-dot menu icon is on the right.

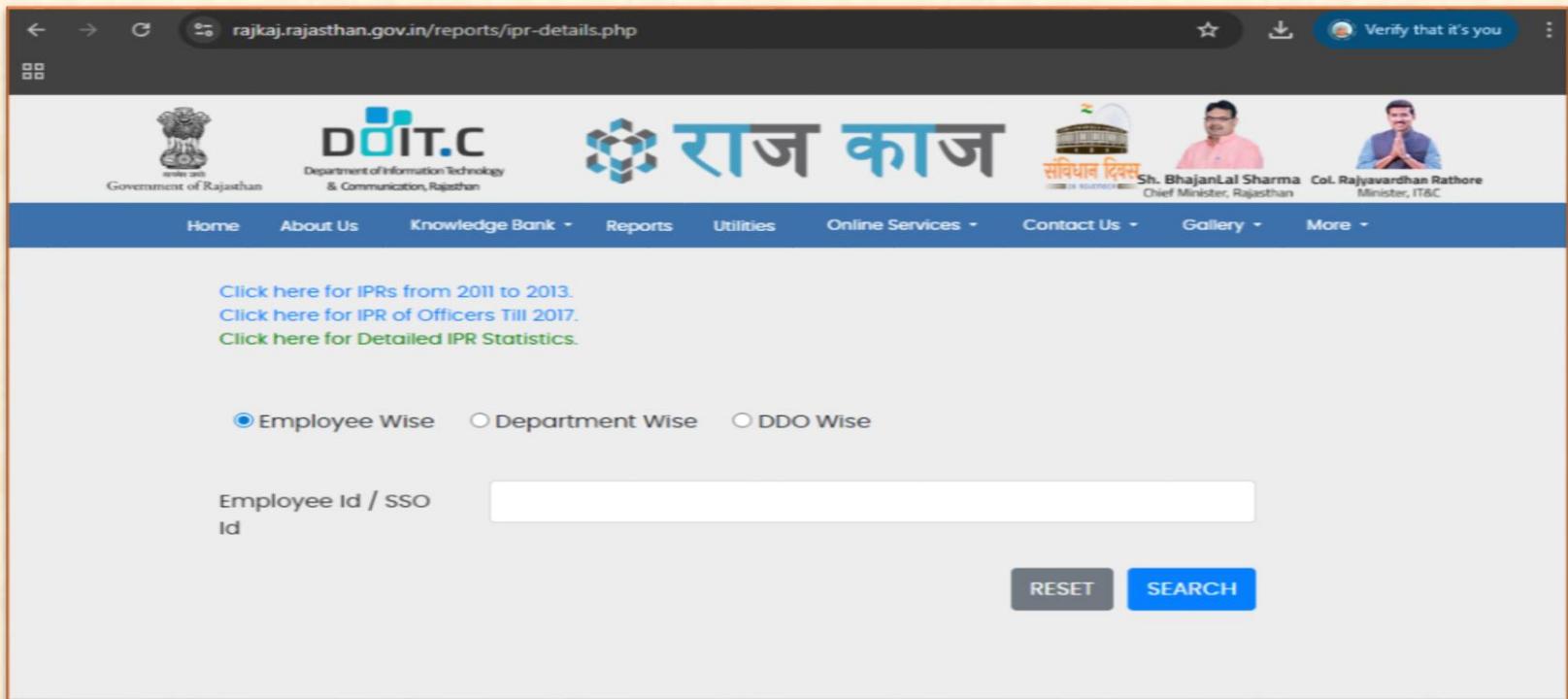
Filed On	Properties	Purchase Value	Current Value
30-12-2025	1	7,50,000	10,00,000

IPR Flow Chart



View & Download Previous Year's IPR

- Employees can view and download previous years' IPR submissions through the official RajKaj website.
- IPR reports are available for Department, Employee, and DDO via Reports → Immovable Property Return → View IPR.



The screenshot shows the official website for the Government of Rajasthan's Information Technology & Communication department, specifically the Immovable Property Return (IPR) section. The URL in the browser is rajkaj.rajasthan.gov.in/reports/ipro-details.php. The page features the Indian national emblem, the D.O.T.C. logo, and the 'राज काज' (RajKaj) logo. It also displays portraits of the Chief Minister and the Minister of State for IT & C. The navigation menu includes Home, About Us, Knowledge Bank, Reports, Utilities, Online Services, Contact Us, Gallery, and More. Below the menu, there are links for IPRs from 2011 to 2013, IPR of Officers till 2017, and Detailed IPR Statistics. A search interface is present, allowing users to search by Employee Wise, Department Wise, or DDO Wise, using Employee Id / SSO Id, and includes a RESET button and a blue SEARCH button.

Thank You

RajKaj Team – DoIT&C, Rajasthan