EAST COAST RAILWAY

प्रधान मुख्य कार्मिक अधिकारी का कार्यालय/
Office of the Principal Chief Personnel Officer
रेल सदन, द्वितीय तल, भुवनेश्वर - 751017
Rail Sadan, IInd Floor, Bhubaneswar-751017

स्थापना क्रमांक/ Estt. Srl. No. 65/2021
पूतरे/कार्मिक/आर/ECoR/Pers/R/APAR **Date: 25.05.2021**

सेवा मे,
सभी प्रमुख विभागाध्यक्षों/समन्वयक विभागाध्यक्षों, पूतरे/भुवनेश्वर
मं.रे.प्र/व.मं.का.अधिकरी/मं.का.अधिकारी-खोरधारोड, वालतेरू, संबलपुर,
मु.कारखाना प्रबंधक/कारखाना कार्मिक अधिकारी- मंचेश्वर, अतिरिक्त रजिस्ट्रार/रेल दावा अधिकरण,
उ.मु.का अधिकारी(नि.)/भुवनेश्वर
महा सचिव/इकोर श्र. कां., महा सचिव/इकोर श्र. यू.,
महा सचिव/एआई ओ बी सी आर ई ए, महा सचिव/ ए आई एस सी एस टी आर ई ए

Sub: Extension in timelines for generation of PAR and submission of self-appraisal for PAR year 2020-21- regarding.

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उपर्युक्त विषय पर रेलवे बोर्ड पत्र सं. 2017/SCC/03/06 दिनांक 15.04.2021 की प्रतिलिपि सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई हेतु अग्रेषित है।

A copy of Railway Board's letter No. 2017/SCC/03/06 dated 15.04.2021 on the above quoted subject is forwarded herewith for information, guidance and necessary action.

25/05/21

Encl: As above,

(Prakhar Gupta)
Dy. Chief Personnel Officer (HQ)
***For* Principal Chief Personnel Officer.**

प्रतिलिपि प्रेषित/Copy to :
1) महाप्रबंधक के सचिव/पूर्व तट रेलवे, भुवनेश्वर
2) मुकाधि/मुकाधि(प्रशा.), उप म.प्र, अध्यक्ष(रेलवे भर्ती प्रकोष्ठ)
3) उप मुख्य प्रबंधक(सू.प्रौ), उप मुकाधि(औ.सं.एवं कल्याण), वकाधि(इंजी.)
4) वकाधि(स्टाफ), वकाधि(मुख्या. एवं न्याया.)
5) मुकाधि के निजी सचिव/सहा.कार्मिक अधि.(मुख्या.),सहा.कार्मिक अधि(कल्याण),
सहा.कार्मिक अधि.(बिल),

Government of India
Ministry of Railways
(Railway Board)

No. 2017/SCC/03/06

New Delhi, Dated 15.04.2021

To
General Managers
Zonal Railways, PUs
DG/RDSO, DG/NAIR
Director/CTIs
MDs/CMDs of PSUs etc

Sub: Extension in timelines for generation of PAR and submission of self-appraisal for PAR year 2020-21 - reg

Ref: Board's letter of even number dated 15.03.18.

With reference to the letter mentioned above, a schedule for completion of APARs of Railway Officers was advised to all Zonal Railways.

2. In the light of situation arising out of COVID-19, it has been decided to revise the target dates for distribution/online generation recording and completion of entire APAR process for the year 2020-21. The revised time schedule is enclosed.

2.1 This relaxation is a one-time measure only for the APAR year 2020-21 and is subject to condition that no remarks shall be recorded in the APAR for the year 2020-21 after 31.12.2021.

2.2 For the APAR year 2020-21, the extended timelines specified shall also apply to the reporting, reviewing and accepting authorities, who have demitted office or retired from service on or after 28.02.21. They shall be allowed to record their remarks till the respective extended cut-off dates.

3. Necessary action may be taken accordingly.

15/4/21

(Navin Kumar)
Joint Secretary (Conf)
Railway Board

Copy to:

All Officers of Railway Board.

Annexure

Time schedule for generation, recording and completion of APAR for the year 2020-21 for Group 'A', 'B' and 'C' officers of Central Civil Services

SN	Activity	Date by which activity to be completed
(1)	(2)	(3)
1.	Distribution of blank forms	31st May 2021
2	Submission of self-appraisal to the Reporting Officer	30th June 2021
3.	Forwarding of report by Reporting Officer to Reviewing Officer	31st July 2021
4.	Forwarding of report by Reviewing Officer to APAR Cell/ Accepting Authority (wherever provided)	31st August 2021
5.	Appraisal by Accepting Authority, wherever provided	30th September 2021
6.	(i) Disclosure of APAR to the officer reported upon where there is no Accepting Authority. (ii) Disclosure of APAR to the officer reported upon where there is Accepting Authority.	10th September 2021 10th October 2021
7.	Receipt of representation, if any, on APAR	15 days from the date of disclosure
8.	Forwarding of representations to the competent authority (v) Where there is no accepting authority for APAR. (vi) Where there is accepting authority for APAR.	 30th September 2021 31st October 2021
9.	Disposal of representation by the competent authority.	Within one month of the date of receipt of representation by the competent authority
10.	Communication of the decision of the competent authority on the representation by the APAR Cell	Within 15 days of finalization of decision by competent authority
11.	End of entire APAR process, after which the APAR will be finally taken on record.	31st Dec 2021