

IN LIEU OF MESSAGE FORM

To : JOINT ASST. DIRECTOR/ STATION INCHARGE ALL ISPW STATIONS

INFO : DD(C), DD(CY) – BY HAND.

FROM : DEPUTY DIRECTOR (ADMN.)

NO.A.13011/10(APAR)/2021-Ad.II

28th JUNE, 2021

UNCLASS

IN PURSUANCE OF DOPT OM NO. 21011/02/2015-ESTT.(A-II) PART.II DATED 17TH JUNE 2021 AND DCPW HEAD QUARTER SIGNAL OF EVEN NO. DATED 04.06.2021. THE EXTENDED TIME LINE FOR DISTRIBUTION/ONLINE GENERATION, RECORDING AND COMPLETION OF APAR FOR THE YEAR 2020-21 FOR GROUP 'A' 'B' AND 'C' OFFICERS/OFFICIALS, AS ONE TIME MEASURE IS AS SPECIFIED BELOW :

S.NO.	NATURE OF ACTION	DATE BY WHICH TO BE COMPLETED
1.	DISTRIBUTION OF BLANK APAR FORMS/ONLINE GENERATION OF APAR	31 ST JULY, 2021
2	SUBMISSION OF SLEF-APPRAISAL TO REPORTING OFFICER BY OFFICER TO BE REPORTED UPON (WHERE APPLICABLE)	31 ST AUGUST, 2021
3	FORAWARDING OF REPORT BY REPORTING OFFICER TO REVIEWING OFFICER.	30 TH SEPTEMBER, 2021
4	FORWARDING OF REPORT BY REVIEWING OFFICER TO APAR CELL/ACCEPTING AUTHORITY (WHEREVER PROVIDED)	15 TH NOVEMBER, 2021
5	APPRAISAL BY ACCEPTING AUTHORITY , WHEREVER PROVIDED.	15 TH DECEMBER, 2021
6	(A) DISCLOSURE OF APAR TO THE OFFICER REPORTED UPON WHERE THERE IS NO ACCEPTING AUTHORITY. (B) DISCLOSURE OF APAR TO THE OFFICER REPORTED UPON WHERE THERE IS ACCEPTING AUTHORITY.	30 TH NOVEMBER, 2021 31 ST DECEMBER, 2021
7	RECEIPT OF REPRESENTATION, IF ANY, ON APAR.	15 DAYS FROM THE DATE OF RECEIPT OF COMMUNICATION.
8	FORWARDING OF REPRESENTATIONS TO THE COMPETENT AUTHORITY. (A)WHERE THERE IS NO ACCEPTING AUTHORITY FOR APAR. (B)WHERE THERE IS ACCEPTING AUTHORITY FOR APAR.	31 ST DECEMBER, 2021 15 TH JANUARY, 2022

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9	DISPOSAL OF REPRESENTATION BY THE COMPETENT AUTHORITY.	WITHIN ONE MONTH FROM THE DATE OF RECEIPT OF REPRESENTATION.
10	COMMUNICATION OF THE DECISION OF THE COMPETENT AUTHORITY ON THE REPRESENTATION BY THE APAR CELL.	WITHIN 15 DAYS OF FINALISATION OF DECISION BY COMPETENT AUTHORITY
11	END OF ENTIRE APAR PROCESS, AFTER WHICH THE APAR WILL BE FINALLY TAKEN ON RECORD.	31 ST MARCH, 2022

TIME SCHEDULE BE STRICTLY ADHERED TO ===

Hemant
28/06/2021

(HEMANT KUMAR)
DEPUTY DIRECTOR (ADMN)

NOT TO BE TRANSMITTED:

- Copy to:
1. P.S. to Director
 2. All JDs/DDs/ADs/JADs in Hqrs.
 3. All Sections at Hqrs. Including CPRTI/ Polnet Hub Sirifort, New Delhi for similar action.
 - ✓ 4. AD (IT) for publishing on DCPW Web site.