

“हर काम देश के नाम”



कार्यालय, रक्षा लेखा महानियंत्रक

उलानबटारोड, पालम, दिल्ली छावनी-110011

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS

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वैश्वेन कुटुम्बकम्
ONE EARTH • ONE FAMILY • ONE FUTURE

No. AN/XIII/13133/SPARROW/2023

Dated: 31/07/2023

To,

All Pr. CDA/CDA,
PCA (Fys.),
(Through Website)

Sub: - Generation of Annual Performance Appraisal Report (APAR) in respect of Group B (Gazetted) and Group B (Non Gazetted) & Group C officers and staff.

It has been noticed that the time limit prescribed by D. O. P. T. for submission of APARs in respect of Group B (Gazetted) and Group B (Non Gazetted) & Group C for the year 2022-23, is not being adhered to. On the basis of feedback received from several offices, the Competent Authority has approved the revised timelines for submission of APAR for each channel. The revised timelines for recording the APAR in respect of Group B (Gazetted) and Group B (Non Gazetted) & Group C for the year 2022-23 is as below:-

Sl. No.	Activity	Due Date
1	Self-appraisal	15.08.2023
2	Reporting	31.08.2023
3	Reviewing	30.09.2023
4	Accepting	31.10.2023
5	Disclosure	15.11.2023

2. All officers and staff are requested to adhere to the timelines. If any stage is not completed by the due date, the APAR may be force forwarded to the next level.

3. Further, all controller's offices are also requested to provide consolidated/complete list for creation of new accounts in PIMS by 01.08.2023, no further list for creation of new accounts will be entertained.


(Mohan Lal Meena)
Sr. ACGDA (AN)