

**Government of India  
Ministry of Railways  
(Railway Board)**

No. 2025/CRB&CEO-CC/03/12

New Delhi, Dated 24.02.2026

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

(Kind Atten: DS(Conf)/AS(Conf)/Sr.PPS/PPS/Custodian APARs)

Sub: Consideration of representation against APARs- reg.

Ref: Board's letter no.2017/SCC/03/09 Dated 09.06.2017

In terms of Board's letter referred to above, representations against APARs from the year 2016-17 onwards are required to be considered by the Competent Authority, i.e., the authority one level above the Accepting Authority, with the remarks of the Reporting, Reviewing, and Accepting Authorities, wherever they are in service. Accordingly, Railways forward representations of officers against APARs to the Board in cases where the Competent Authority is posted in the Railway Board's office.

2. However, it has been observed that in some cases, representations against APARs are forwarded by the Railways to the Board without obtaining remarks from the Reporting, Reviewing, and Accepting Authorities. Further, in certain instances, officers have submitted representations directly to the Board without routing them through the proper channel, i.e., through the concerned Railway/PU/CTI/PSU, etc., where they are presently posted.

3. In this regard, it is emphasized that officers should refrain from submitting representations directly to the Board. Officers should submit their representations to the concerned Railway/PU/CTI/PSU, etc., where they are presently posted. The concerned Railway/PU/CTI/PSU shall forward such representations to the Railway Board through the proper channel, duly accompanied by the remarks of the Reporting, Reviewing, and Accepting Authorities, wherever they are in service. This procedure shall be followed irrespective of whether the representation is within the prescribed time limit or is time-barred, so as to avoid multiple submissions of the same representation to the Competent Authority.

4. Railways/PUs/CTIs/PSUs, etc., are requested to bring these instructions to the notice of all concerned officers and ensure strict compliance.

(Sushanto Bhadra)  
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