

No. 21011/2/2000-Estt(A)
GOVERNMENT OF INDIA
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES &
PENSIONS
DEPARTMENT OF PERSONNEL & TRAINING

New Delhi, the 6 Dec., 2000

OFFICE MEMORANDUM

Subject: Matters relating to the Department of Disinvestment - Writing of ACRs of JS/Directors/Deputy Secretaries handling the work relating to PSUs in the administrative Ministry under the control of which the PSUs fall - Regarding

The undersigned is directed to refer to this Department's Office memorandum of even number dated the 9th March, 2000, laying down the procedure for writing of ACRs of Joint Secretaries/Directors/Deputy Secretaries handling matters on PSUs in the administrative Ministry under the control of which the PSUs fall. Those instructions have been reviewed and the following decisions have been taken:-

- (i) One ACR on the officer concerned would be written by the Secretary of the administrative Ministry/Department under the administrative control of which the PSU falls. This report will be reviewed by the Minister in charge of the administrative Ministry concerned.
- (ii) Another ACR on the officer would be written by the Secretary, Department of Disinvestment and reviewed by the Minister in charge of the Department of Disinvestment. If the concerned officer (Director/Joint Secretary/Deputy Secretary) of the administrative Ministry/Department is looking after more than one component of work in addition to the disinvestment work, then the report/review of ACR by the Secretary/Minister in charge of the Department of Disinvestment will be limited to only the disinvestment component of work.
- (iii) The ACR will be recorded in the relevant prescribed format. The present system of recording of remarks by 'Accepting Authority' would continue as per the dispensation prevailing in the concerned Departments depending upon the prescribed channel of ACR writing in that Ministry/Department. The ACRs so recorded shall be collated in the administrative Ministry for onward transmission to the cadre controlling authority.

(iv) These orders will come into effect immediately.

2. The Ministry of Commerce & Industry etc. may kindly note the above instructions for their guidance and compliance.

21/01/2014

(HARINDER SINGH)
JOINT SECRETARY TO THE GOVT. OF INDIA

To

All Ministries/Departments as per standard list

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4. Department of Personnel & Training(AIS Division)/JCA/Admn Section.
5. Additional Secretary(Union Territories), Ministry of Home Affairs.
6. All State Govts and Union Territories.
7. Secretary, National Council(Staff Side), 13-C, Feroz Shah Road, New Delhi.
8. All Members of the Staff Side of the National Council of JCM/Department Council.
9. All Officers/Sections of the Department of Personnel & Training/Department of Administrative Reforms & Public Grievances/Department of Pension & Pensioners' Welfare.
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21/01/2014

(HARINDER SINGH)
JOINT SECRETARY TO THE GOVT. OF INDIA