

MOST IMMEDIATE

No. 22/10/2018-CS-I (APAR)
Govt. of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS-I (APAR)

2nd Floor, A- Wing, Lok Nayak Bhawan
Khan Market, New Delhi-110003.
Dated: 31st May, 2018

OFFICE MEMORANDUM

Subject : Acceptance of APARs in respect of CSS officers for the FY 2015-16 and 2016-17 submitted on hard copies and Instructions for FY 2017-18- reg.

The undersigned is directed to refer to DoPT's OM dated 18th January, 2017 regarding extension of SPARROW upto Under Secretary level officers in CSS. It is expected that necessary mechanism for generation of APARs has been developed by the Nodal Officers concerned in their Ministry/Department so as to complete the APAR activities, from the financial year 2017-18, as per the datelines prescribed vide DoPT Estt. Division OM No. 21011/18/2005-Estt (A) (Pt.-II) dated 23rd July, 2009.

2. It has also been observed that in respect of CSS officers a large number of APARs for the financial years 2015-2016 and 2016-17 were received in hard-copies. Considering the technical difficulties faced by the Ministries/Departments in generating APARs on SPARROW during these two years, it has been decided as a one-time measure to accept all the APARs received through hard copies pertaining to the financial years 2015-16 and 2016-17.

3. However, from the financial year 2017-18, it has been decided that APARs of the CSS officers upto Under Secretary level, will be generated and completed online only, barring following exceptions :-

- i) Officers on deputation to ex-cadre organizations, consequential bodies, international organizations & State Govts.
- ii) Officers posted in the organizations dealing with highly sensitive work which involve National Security, Intelligence Bureau etc.

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4. For other cases not falling under (i) and (ii) of para 3 above, the Ministries/Departments will be required to take prior approval from this Department citing specific reasons for recording of APARs on hard copies.


(Rajul Bhatt)
Director
Tele : 24629411

To

Joint Secretary (Admn./Estt.),
All Ministries/Departments (CSS).

Copy to :-

- i) Deputy Secretary (CS-II), DoPT, Lok Nayak Bhawan, New Delhi for information and taking necessary action in respect of CSSS cadre.