

No.25/17/2014-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pension
Department of Personnel & Training

3rd Floor, Lok Nayak Bhavan, Khan Market,
New Delhi-110003,
Dated: the 24th June, 2014.

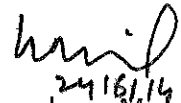
OFFICE MEMORANDUM

Sub:- Weeding out of files/records - reg.

The undersigned is directed to say that on review, a large number of old dossiers of ACRs/APARs in respect of PSs, PPSs and Sr. PPSs retained in this section are being considered for weeding out. The ACRs/APARs of officers may be destroyed after five years/more from the date of his/her retirement. As per the instruction contained in this Department's OM No. 21011/1/2005-Estt(A)(Part-III) dated 02.04.2012, before any ACR dossier is weeded out on completion the normal retention period, it may be certified by the concerned section that no request for handing over the ACR dossier has been received from that retired officer.

2. Accordingly, cadre units participating in CSSS are requested to intimate the details of ACRs/APARs of more than five years vintage in respect of which requests, if any, have been received for handing over from the concerned retired officer. Details of pending disciplinary/ court cases may also be furnished. In case the requisite information being 'Nil' the same may also be intimated.

3. In case, no information is received from a cadre unit by **30.06.2014**, it will be presumed that the requisite information pertaining to that cadre unit is 'Nil'.



(Kameshwar Mishra)

Under Secretary to the Govt. of India
Tel: 24623157

To,

- (i) Under Secretary(Admn.) of all cadre units of CSSS.
- (ii) NIC, DoP&T, Lok Nayak Bhavan, Khan Market, New Delhi.