

F. No. 3/4/2019 – EO(PR)  
Government of India  
M/o Personnel, Public Grievances & Pensions  
D/o Personnel & Training  
\*\*\*

North Block, New Delhi  
Dated, the 19<sup>th</sup> March, 2020

**OFFICE MEMORANDUM**

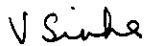
Sub: Amendment to AIS(PAR) Rules-2007 –reg.

The undersigned is directed to refer to the Gazette Notification No. G.S.R No. 519 (E) dated 23.07.2019 introducing amendments in AIS(PAR) Rules, 2007, already communicated vide letter no. 11059/01/2016 – AIS-III dated 27.09.2019 which, inter-alia, provides as under:

- i. PAR Form I and Form II and guidelines for filling the said PAR Forms appended below these Forms under appendix-I applicable for IAS officers have been substituted with new Form I & II and the guidelines there under.
- ii. The aforesaid amendments provide for uniform timelines for various stages of recording of PAR (i.e. Submission of Self Appraisal, Reporting, Reviewing and Accepting), disclosure of PAR and disposal thereof in respect of IAS officers at all levels.
- iii. Since, electronic recording of PAR is mandatory under AIS(PAR) Rules, 2007 as amended, in order to give effect to the time-bound recording of PAR, there shall be an auto-forwarding provision of PAR from one stage to another, after specified due date as envisaged under newly provided schedule for completion of PAR in respect of IAS officers at all levels.
- iv. A separate tab in the SPARROW for dual reporting in case of Financial Advisors posted as Joint Secretary/Additional Secretary in the different Ministries/Department of Government of India has been created to provide both the Reporting authorities to report separately without being privy to the report of the other Reporting authority.

2. In view of the amendments to the AIS(PAR) Rules, 2007, relevant modifications have been made in the SPARROW portal by replacing the old forms with the new ones introduced vide the aforesaid notification. Similarly, with the introduction of the provision of auto-forward of PAR from the Assessment Year 2019-20, PARs will automatically move forward from the account of ORU to the Reporting authority and thereafter to the next level, in case the PAR is not submitted by the concerned authority within the specified timelines. It may be important to reiterate that the afore-said amendments provide for uniform timelines for all the officers either working in the Super-time scale or below or working as Additional Secretary/Secretary to the Government of India i.e. now the ORU will get two months time to submit the self-appraisal irrespective of the level at which he is working.

3. It is requested that these modifications may be brought to the notice of all the officers posted in the Ministry/Department, for strict compliance.

  
(Varsha Sinha)  
Director

To all the Secretaries of the Ministries/Department(as per Standard List)

**Copy to:**

- (i) The President's Secretariat, New Delhi.**
- (ii) The Prime Minister's Office, New Delhi.**
- (iii) The Cabinet Secretariat, New Delhi**
- (iv) The Rajya Sabha Secretariat, New Delhi**
- (v) The Lok Sabha Secretariat, New Delhi.**
- (vi) NITI Aayog, New Delhi.**
- (vii) Election Commission, New Delhi.**
- (viii) UPSC, New Delhi.**
- (ix) Central Vigilance Commission, New Delhi.**
- (x) O/o Comptroller & Auditor General, New Delhi.**
- (xi) JS(Admn.), DoPT, North Block, New Delhi.**
- (xii) NIC, DoPT for uploading the letter in the Department's website.**