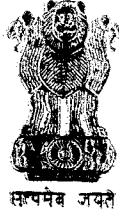


राजीव कुमार  
RAJIV KUMAR  
स्थापना अधिकारी  
और अतिरिक्त सचिव  
ESTABLISHMENT OFFICER  
& ADDITIONAL SECRETARY  
Tel. : 23092370  
Fax : 23093142



D.O. No. 4(2)/2013-EO (PR)  
भारत सरकार  
कार्मिक और प्रशिक्षण विभाग  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
नोर्थ ब्लॉक, नई दिल्ली - 110001  
GOVERNMENT OF INDIA  
DEPARTMENT OF PERSONNEL & TRAINING  
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES  
AND PENSIONS  
NORTH BLOCK, NEW DELHI - 110001

Dated the 16 December, 2016

Dear Sir/ madam

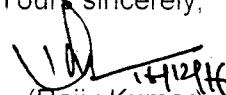
Please refer to my D.O. letter no.4(8)/2008-EO(PR) dated 21.4.2015 making online filing of PAR mandatory for the year 2014-15 onwards. As on date, 6975 number of PARs have been generated online for the year 2015-16. However, it is noted that still 1037 PARs are pending at the self-appraisal stage and 2905 PARs are pending at the stage of reporting authorities i.e. Reporting / Reviewing / Accepting authority (State-wise break-up is enclosed).

2. As per Rule 5(1) of AIS (PAR) Rules, 2007, **if a performance appraisal report for a financial year is not recorded by 31st of December of the year in which the financial year ended, no remarks may be recorded thereafter and the officer may be assessed on the basis of the overall record and self assessment for the year, if he has submitted his self-assessment on time.**

3. In View of the rule position stated above, the window for SPARROW would get closed automatically on the midnight of 31.12.2016, and PARs at whatever stage in the system would also close and be treated as final, I may, therefore, request you to issue necessary instructions to the concerned designed authorities for expediting the PARs, which are yet to be recorded by the reporting / reviewing/ accepting authorities, so that all comments are recorded before 31.12.16.

with regards.

Yours sincerely,

  
(Rajiv Kumar)

Encl: As above.

To

The Chief Secretaries of all State Governments / Union Territories  
(As per standard list)

Copy to:

The Secretaries of all the Ministries / Departments for taking necessary action in respect of IAS officers posted in the Central Government.

Copy to

- (i) Joint Secretaries (Admn) in the Ministries / Departments of Government of India (as per standard list)
- (ii) Secretaries (Personnel / General Administration Department) of the State Governments / UTs (as per standard list).
- ✓ (iii) NIC, DoPT, North Block, New Delhi – for uploading this letter on the Department's website under OMs & Orders → Establishment Officer → Instructions on ACRs/PARs; also under "What is New".

19/12/16

(Amit Srivastava)

Under Secretary to the Government of India

Ph: 23092030