

No. A.28011/1/2019-Admn  
Ministry of Water Resources, RD &GR  
(Administration Section)

Shram Shakti Bhawan, Rafi Marg,  
New Delhi, the 25<sup>th</sup> March 2019.

**Circular**

**Subject : Introduction of SPARROW/for all cadres of CSS/CSSS/CSCS in the Ministry-regarding**

As per DoP&T's O.M. No. 22-15/2018-CS-I (APAR), the online APARs system for all the cadres of CSS/CSSS/CSCS would be modelled on the **Smart Performance Appraisal Report Recording Online Window (SPARROW)** system and would be rolled out for APARs pertaining to the Financial Year 2018-19.

2. It is requested, that the Officers of all services (Junior Secretariat Assistants and above) who are working in this Ministry may fill up the forms at below link:-

[https://docs.google.com/forms/d/e/1FAIpQLSdNr0-EsawWdBUN6U7vFFbVmWp8C4SCYJoEtNz7H1CsZPwKlw/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdNr0-EsawWdBUN6U7vFFbVmWp8C4SCYJoEtNz7H1CsZPwKlw/viewform?usp=sf_link)

After filling up the forms printout of the same may be taken and then the filled forms may please be submitted online latest by 29.03.2019, so that APARs may be generated timely. Hard copy of the filled form may also be duly signed and furnished to Administration Section.

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(A.K.Kaushik)

Under Secretary to the Govt. of India  
Tel. No. 23738126