OFFICE MEMORANDUM

Subject: Timely Completion of APARs on Smart Performance Appraisal Report Recording Online Window (SPARROW) for the year 2018-19- reg.

The undersigned is directed to refer to Department of Personnel and Training's O.M. No. 21011/02/2015-Est. (A) Part-II dated 18.04.2019 and this Department's O.M. of even No. dated 26.08.2019 regarding the Preparation /Completion of Smart Performance Appraisal Report Recording Online Window (SPARROW) for the year 2018-19.

2. All the Officers of this Department are hereby requested to complete the APARs pending with them as reporting/ reviewing officers or for disclosure on or before 31.12.2019 for the period 2018-19 and send them to CR Section through SPARROW portal. As 31.12.2019 is last date for closure of workflow in SPARROW, no further action could be taken after 31.12.2019 with respect to APARs for the period 2018-19.

(A.K. Kaushik)
Under Secretary to the Govt of India
Tel. No. 23738126

To

1. All the Officers of Deptt. of Water Resources, RD & GR.
2. The Under Secretary (E-IX)/ Under Secretary (CM&V), CWC, R.K. Puram, New Delhi.
3. The Under Secretary (Admn), CSMRS, Olof Palme Marg, Hauz Khas, New Delhi.
4. NIC uploading (Admn. Section)

O/C
Issued
30/12/19