

A. 50013/44/2025-/Admn
Government of India
Ministry of Jal Shakti
Department of Water Resources, RD & GR
(Admin Section)

Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 12th March, 2025

OFFICE MEMORANDUM

Subject: Timely Completion of Annual Performance Appraisal Reports (APARs) in SPARROW portal for year 2024-25-detailed instructions/timelines.

The undersigned is directed to request all the officers/Officials of this Department upto the level of Director to go through the draft workflow/ channel of submission of APAR for the year 2024-25 uploaded on the intranet portal of this Department. Discrepancy, if any, in respect of APAR workflow may kindly be intimated by to the undersigned through e-mail at usadmnmowr@nic.in latest by 14.03.2025.



(Raju)

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

To,

1. All Division Heads/Branch Heads in the Department of Water Resources, RD & GR.
2. All Officers/Sections/Units in the Department of Water Resources, RD & GR.
3. For uploading on the circular page of Administration Section in the intranet (mowr.nic.in).

Sr. PPS & PPS

Sl.No.	Emp.Code	Name(Sh./Smt./Ms.)	Desi.	DOB	DOA	Period	Reporting Officer(Sh./Smt./Ms.)	Remarks
1	1706	Mukesh Chandra Kukreti	PSO	28.06.1967	01.07.2022	01.04.2024-31.03.2025	Priyanka Kulshrestha, DDG(MI)	
2	525	Narendra Kumar Sharma,	Sr. PPS/ PSO	16.02.1965	07.08.2019/ 01.08.2024	01.04.2024-31.07.2024 01.08.2024-28.02.2025	Anand Mohan, JS (RD &PP) Anand Mohan, JS (RD&PP)	Retd w.e.f 28.02.2025
3		Hemant Kumar Upreti	Sr. PPS	19.04.1967	01.08.2022 (FN)	01.04.2024-31.03.2025	Debashree Mukherjee, Secy.	
4	184	Daulat Singh Tariyal	Sr. PPS	12.07.1970	02.01.2023 (FN)	01.04.2024-31.03.2025	Subodh Yadav, JS (A)	
5	1541	K.L. Kapoor	Sr. PPS	12.07.1964	23.08.2022	01.04.2024-31.07.2024	Subodh Yadav, AS(A)	Retd.w.e.f. 31.07.2024
6		Rakesh Kumar	Sr.PPS	13.05.1977	21.02.2024	01.04.2024-31.05.2024	NRC	Retd.w.e.f 31.05.2024
7	1337	Yogita Anand,	PPS	30.04.1975	10.09.2013	01.04.2024-31.03.2025	Amit Kumar Jha, Sr. JC (SPR)	
8	756	Y.K. Sharma	PPS	05.08.1964	28.12.2018	01.04.2024-31.08.2024	Archana Varma, MD(NWM)	

9	754	Varalakshmi Nagaraju,	PPS	26.06.1972	01.01.2013	01.04.2024-31.03.2025	Debashree Mukherjee, Secy.	
10	2260	Reena Gurung	PPS	18.12.1973	07.11.2019	01.04.2024-31.05.2024 @ 01.06.2024-26.08.2024 @ 27.08.2024-31.03.2025	NRC NRC Parveen Kumar, Comm (SPR)	
11	755	Debi Prasad Majumdar,	PPS	22.07.1970	01.01.2019	01.04.2024-31.05.2024 @ 01.06.2024-31.03.2025	NRC Darpan Talwar, Comm.	
12	760	Hema Narang,	PPS	14.03.1973	13.01.2021	01.04.2024-31.03.2025	Rakesh Kumar, Sr. JC (BM)	
13	761	Bipin Kumar,	PPS	16.10.1973	01.01.2021	01.04.2024-12.09.2024 13.09.2024-31.03.2025	S K Jena, PS to MoS Arjun Singh, APS to MoS	

14	1410	G.Lakshman Rao,	PPS	21.06.1974	01.01.2015	01.04.2024-30.06.2024 01.07.2024-31.03.2024	Atul Jain, Comm. (FM) Sharad Chandra, Comm. (FM)	
15	767	Sanjay Dhawan	PPS	26.04.1971	13.01.2021	01.04.2024-31.03.2025	Pradeep Kumar Agrawal, JS (NRCD)	
16	773	Sanjeev Sharma	PPS	05.12.1966	13.01.2021	01.04.2024-31.03.2025	Bhuvaneswari Hariharan, DS	
17		Ajay Sahi ,	PPS	26.09.1973	12.01.2023 (AN)	01.04.2024-11.04.2024 @ 12.04.2024-31.03.2025	NRC Ajay Bakshi, ADG(MI STAT)	
18	775	Iti Misra	PPS	26.06.1968	01.07.2022	01.04.2024-31.03.2025	R.R. Sambharia, SJC-I (FM)	
19	762	Meenakshi Sharma	PPS	21.05.1965	01.07.2022	01.04.2024-31.03.2025	Richa Mishra, JS	
20	764	Anita Bijalwan	PPS	28.10.1975	30.06.2022	01.04.2024-31.03.2025	Archana Varma, MD (NWM)	
21	765	Satinder Kaur	PPS	18.10.1964	01.07.2022	01.04.2024-31.03.2025	Bhuvaneswari Hariharan, DS	

22	768	Rani Behl	PPS	18.07.1971	30.06.2022 (FN)	01.04.2024-31.03.2025	Dr. D. Gnanasundar, Sr. JC (NHP-III)	
23	774	R. K. Venkateswaran,	PS	23.07.1967	13.12.2018	01.04.2024-31.03.2025	Anuj Kanwal, Comm. (CAD)	
24	1227	Chandra Ganguly,	PS	16.09.1967	13.12.2018	01.04.2024-01.07.2024	Rajesh Kumar, SJC(FM)	
25	774	R. K. Venkateswaran,	PPS	23.07.1967	01.01.2024	01.04.2024-31.03.2025	Anuj Kanwal, Comm. (CAD)	
26		Rahulji Ch	PPS	03.09.1973	09.05.2024	17.05.2024-31.03.2025	Rakesh Kumar Verma, (AS)	Transferred from CWC to join M/o w.e.f. 09.05.2024
27		Baipotu Rammohan	PPS	12.05.1967	01.08.2024	01.08.2024-06.08.2024 @ 07.08.2024-31.03.2025	NRC Nalin Srivastava, DDG (NMCG)	
28		Hemlata	PPS	02.02.1977	29.11.2024	29.11.2024-31.03.2025	O/o JS(RS&PP)	
29		Lalita Gandhi	PPS	06.07.1970	17.01.2025	17.01.2025-30.01.2025 31.01.2025-31.03.2024	NRC	