पूर्व मध्य रेल
EAST CENTRAL RAILWAY

कार्यालय
महाप्रबंधक(का)
हाजीपुर

RBE No.- 42/2021

PCPO's Sl No. 54/2021

No. E/Misc./O/ECR/HJP (E-Office/Compter No.96193)

1. CAO (Con.)/उत्तर एवं दक्षिण/पटना।
2. सभी PHOD/CHOD/पूमरे/हाजीपुर।
3. DRM/पूमरे/दानापुर, डीडीयू, धनबाद, सोनपुर एवं समस्तीपुर।
4. मुख्य कार्मिक अधिकारी/प्रशासन/पूमरे/हाजीपुर।
5. मुख्यालय के सभी कार्मिक अधिकारी।
6. CWM/पीडी/डीडीयू, यांत्रिक कारखाना/समस्तीपुर एवं हरनौत।
7. Sr.DPO/पूमरे/दानापुर, डीडीयू, धनबाद, सोनपुर एवं समस्तीपुर।
8. उप महाप्रबंधक/विधि/पटना।
9. प्राचार्य/क्षेत्रीय रेल प्रशिक्षण संस्थान/मुजफ्फपुर एवं भूली।
10. सभी मुकार्याधी/कार्याधी/पूमरे/हाजीपुर।

विषय :– Extension of timeline for submission of Annual Performance Assessment Report (APAR) in respect of Group 'C' personnel of Indian Railway for the year 2020-21 regarding.

संदभ :– Railway Board's letter No.- E(NG)I-2021/CR/1,dated-22.06.2021.

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विषयांकित से संबंधित संदर्भित पत्र की छायाप्रति सूचना, मार्गदर्शन एवं अग्रेत्तर आवश्यक कार्रवाई हेतु प्रेषित की जा रही है।

A copy of above referred letter on the subject matter is being forwarded herewith for information, guidance and needful onward action please.

संलग्नकः यथोपरि।

DA: As above.

(सौरभ सावर्ण)
वकाधि/ई.एस.एम.
कृते महाप्रबंधक (का0)/हाजीपुर

प्रतिलिपि/– निम्नलिखित को सूचनार्थ, मार्गदर्शन एवं आवश्यक कार्रवाई हेतु प्रेषितः–

1. महासचिव/ईसीआरकेयू/पूमरे/हाजीपुर।
2. महासचिव/एस.सी.एवं एस.टी.एशोसिएशन/पूमरे/हाजीपुर।
3. सकाधि(एम.पी.पी.)/पूमरे/हाजीपुर–कृपया इसे वेबसाइट पर अपलोड करें।
4. महासचिव/ओ.बी.सी.एशोसिएशन/पूमरे/हाजीपुर।

कृते महाप्रबंधक (का0)/हाजीपुर

Signed by Saurabh Sawarn
Date: 29-06-2021 15:10:26
Reason: Approved

O/C
pl issue

RBE No - 42/2021

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(NG)I-2021/CR/1

New Delhi, dated 22.06.2021

The General Managers (P),
All Indian Railways and PUs
(As per standard list)

Sub:- Extension of timeline for submission of Annual Performance Assessment Report (APAR) in respect of Group 'C' personnel of Indian Railway for the year 2020-21 - regarding.

Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) vide their Office Memorandum No. 21011/02/2015-Estt.(A-II)- Part. II dated 14.04.2021 have extended the timeline for submission of Annual Performance Assessment Report (APAR) in respect of Group 'A', 'B" and 'C' officers of Central Civil Services for the year 2020-21. The same is enclosed for necessary action and compliance. The instructions/guidelines contained therein will apply mutatis mutandis on Zonal Railways also.

Please acknowledge receipt.

Hindi version will follow.

DA: As above.

(D. Joseph)
Joint Director Estt.(N)
Railway Board.

24/06/2021

894827/2021/E(NG)I

No.21011/02/2015-Estt.(A-II)-part.II
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi-110001
Dated 14th April, 2021

OFFICE MEMORANDUM

Subject: Extension of time lines for submission of Annual Performance Assessment Report (APAR) in respect of Group 'A', 'B' and 'C' officers of Central Civil Services for the year 2020-21.

The time schedule for recording and completion of APAR is laid down in this Department OM No. 21011/01/2009-Estt. (A) (Pt.II) dated 23.07.2009.

2. In the light of situation arising out of COVID-19, it has been decided with the approval of the competent authority that the revised target dates for distribution/online generation, recording and completion of entire APAR process for the year 2020-21 for Group 'A', `B' and 'C' officers/staff of Central Civil Services shall be as specified in the Annexure.

3. This relaxation is a **one-time** measure only for the APAR year 2020-21, and is subject to the condition that no remarks shall be recorded in the APAR for the year 2020-21 after 31.12.2021. Where the reporting, reviewing and the accepting authority fail to record their comments within the time frame, the officer reported upon may be assessed on the basis of the overall record and self-assessment for the year, if he has submitted his self-appraisal within stipulated time.

4. It has further been decided that for the APAR year 2020-21, the extended timelines specified in the Annexure shall also apply to the reporting, reviewing and accepting authorities, who have demitted office or retired from service on or after 28.02.2021. They shall be allowed to record their remarks till the respective extended cut-off dates.

(Kabindra Joshi)
Director (E-II)

All Ministries/Departments/Cadre Controlling Authorities of the Government of India

Copy to:

3. E.O. Division, DoPT, North Block, New Delhi
4. NIC, for uploading in DoPT website

894827/2021/E(NG)I

Annexure

Time schedule for generation, recording and completion of APAR for the year 2020-21 for Group 'A', 'B' and 'C' officers of Central Civil Services

SN	Activity	Date by which activity to be completed
(1)	(2)	(3)
1.	Distribution of blank forms	31st May 2021
2.	Submission of self-appraisal to the Reporting Officer	30th June 2021
3.	Forwarding of report by Reporting Officer to Reviewing Officer	31st July 2021
4.	Forwarding of report by Reviewing Officer to APAR Cell/ Accepting Authority (wherever provided)	31st August 2021
5.	Appraisal by Accepting Authority, wherever provided	30th September 2021
6.	(i) Disclosure of APAR to the officer reported upon where there is no Accepting Authority. (ii) Disclosure of APAR to the officer reported upon where there is Accepting Authority.	10th September 2021 10th October 2021
7.	Receipt of representation, if any, on APAR	15 days from the date of disclosure
8.	Forwarding of representations to the competent authority (v) Where there is no accepting authority for APAR. (vi) Where there is accepting authority for APAR.	 30th September 2021 31st October 2021
9.	Disposal of representation by the competent authority.	Within one month of the date of receipt of representation by the competent authority
10.	Communication of the decision of the competent authority on the representation by the APAR Cell	Within 15 days of finalization of decision by competent authority
11.	End of entire APAR process, after which the APAR will be finally taken on record.	31st Dec 2021

No. E(NG)I-2021/CR/1 New Delhi, dated 22.06.2021

Copy forwarded to:-

1. The General Secretary, All Indian Railwaymen's Federation, Room No.253, Rail Bhavan, New Delhi (35 copies).
2. The General Secretary, National Federation of Indian Railwaymen, Room No.256-E, Rail Bhavan, New Delhi (35 copies).
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozeshah Road, New Delhi (60 spares).
4. The Secretary General, Federation of Railway Officers Association, Room No.256-A, Rail Bhavan, New Delhi (5 spares).
5. The Secretary General, Indian Railway Promotee Officers Association, Room No.268, Rail Bhavan, New Delhi (5 spares).
6. The General Secretary, All India RPF Association, Room No.256-D, Rail Bhavan, New Delhi-110001.
7. The Secretary, RBSS Group 'A' Officers Association, Rail Bhavan, New Delhi.
8. The Secretary, RBSS Group 'B' Officers Association, Rail Bhavan, New Delhi.
9. The Secretary, Railway Board Ministerial Staff Association, Rail Bhavan, New Delhi.
10. The Secretary, Railway Board Group 'D' Employees Association, Rail Bhavan, New Delhi.
11. The Secretary Railway Board Promotee Officers Association, Room No.341-C, Rail Bhawan, New Delhi.
12. Chief Commissioner of Railway Safety, Lucknow.
13. Adviser(Safety), Railway Board, New Delhi.
14. The Director General & Ex Officio General Manager, RDSO, Lucknow
15. The Manager/HRD, Rail Land Development Authority, Near Safdarjung Railway station, Motibagh-1, New Delhi-110021
16. DFCCIL, 5th Floor, Pragati Maidan, Metro Station Complex, New Delhi-110001.
17. Office of Chief Administrative Officer, Indian Railways(Workshop Projects), Chamber Bhawan, Judge's Court Road, Anta Ghat, Patna-800001, Bihar.
18. The Chief Mechanical Engineer, Indian Railways Organisation For Alternate Fuels, 12th Floor, Core-1, Scope Minar, District Centre, Laxmi Nagar, Delhi-92.

19. General Secretary, All India SCs&STs Railway Employees Association, Room No.7(Ground Floor), Rail Bhawan, New Delhi

20. Chief Administrative Officer, Rail Coach Factory/Raebareli Project, Kishanganj, Delhi-7.

21. Adviser(Projects), Room No.548, M/O Railways, Rail Bhawan, New Delhi.

22. President, RBSS Group 'A' Officer Association, Room No.370, Rail Bhavan, New Delhi.

23. General Secretary, Railway Board Non-Ministerial Staff Association, Room No.42, Rail Bhavan, New Delhi.

24 Chief Admn Officer, Indian Railways Organisation for Alternative Fuels, 12th floor, Core-I, SCOPE Minar, District Centre, Laxmi Nagar, New Delhi - 11009

25. Chairman, Technology Mission for Indian Railways (TMIR), Room No.218, Rail Bhawan, New Delhi-110001.

26. Co-Chairman, Technology Mission for Indian Railways (TMIR), Room No.218, Rail Bhawan, New Delhi-110001.

27. Chairman, Advisory Group of Experts (AGE), Room No.218, Rail Bhawan, New Delhi-110001.

28. The Convener Member, Advisory Group of Experts (AGE), Room No.218, Rail Bhawan, New Delhi-110001.

for Secretary/Railway Board

PSs to MR, MoS(G), MoS(S),

PPSs to CRB, FC, MS, MRS, MT, MTR, ME, Secretary, DG(P), DG(S&T), MMM, DG/RHS and DG/RPF.

PPSs to AM(Comml.), AM(CE), AM(C&IS), AM(Elec.), AM(Budget), AM(F), AM(Mech.), AM(Plg.), AM(PU), AM(Sig.), AM(Stores), AM(Tele), AM(Traffic), AM(Works), AM(T&C), AM(Staff), Adv.(IR) and Adv.(Vig.)

PSs to ED Fin(BC), ED(Safety), EDCE(G), ED(E&R), EDE, EDE(N), EDME(W), ED(Projects), EDERS(G), EDE(Res.), EDE(RRB), EDE(Fin), EDF(B), ED(Planning), ED(RE), ED(Sig), ED/Track(M), EDF(X)I, EDF(X)II, ED(H), EDLM, EDE(GC), EDRE(S&T), ED(Stat), EDRS(S), ED(Track/MC), ED(T&MPP), EDME(Chg.), EDME(Traction), ED(Works), EDME(DAv.), EDRE(S), EDRS(C), EDRS(W), EDPC, EDF(E), EDA, EDV(A), JS(G), JS(E&P) and JS and IG/RPF.

JD(OL), DPC-I, DPC- II, DE(G), D(IH), D(H&FW), D(MPP), Dir.(Safety)I, Dir.(Safety)III, DE(N)II, DE(R), DE(D&A), DE(LL), JDE(Rep), JDE(GP), JDE(RRB), DD(Code Revision), DD(Health), DDE(N), DDE(LR)I, DDE(LR)II, DDE(LR)III, US(A), DDE(D&A), DDV(A&P), DDE(Rep) I, DDE(Rep)II, DD(OL)I, DD(OL)II, E(D&A), E(GP), E(NG)II, E(Rep)I, E(Rep)II , E(Rep)III, E(SCT)I, E(SCT) II, E(RRB), ERB-II, ERB-V, PC-III, PC-IV, PC- V, E(P&A)I, E(P&A) II, CE-I, CE-II, CE-III, Sec.(E), Sec.(ABE), E(MPP), E(G), Health Branch, Safety Branch, A/C-III & Code Revision Cell.