



## East Central Railway

Office of the  
Div. Railway Manager (Pers.)/SEE  
Dt- 27-04-2026

L. No-KA/34/HRMS/POLICY /SEE

**All Concerned,  
East Central Railway,  
Sonpur Division**

**Sub: - Extension of timelines for completion of APAR for the year 2024-2025.**

**Ref.: - PC/VII/2025/HRMS/15 Dated: - 04/2026**

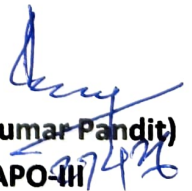
With reference to the subject and cited letter above from Ministry of Railways (Railway Board) dated April 10, 2026, the timelines for completing the APAR for the year 2024-2025 have been extended.

in order to ensure completion of the APARs of year 2024-2025 pending at different stages, it has been decided by the competent authority to grant one final extension in the timelines as follows:

| SN | ACTION                                                                             | DEADLINE                             |
|----|------------------------------------------------------------------------------------|--------------------------------------|
| 1  | Submission of APAR by Reporting Officer to Reviewing Officer                       | 15th April, 2026 to 30th April, 2026 |
| 2  | Submission of APAR by Reviewing Officer to Accepting Authority                     | 15th April, 2026 to 10th May, 2026   |
| 3  | Appraisal by Accepting Authority                                                   | 15th April, 2026 to 20th May, 2026   |
| 4  | Submission of Representation on finalized APAR and disposal of such representation | 15th April, 2026 to 31st May, 2026   |
| 5  | End of entire process                                                              | 31st May, 2026                       |

It is also advised to complete the entire process within above timelines as no further extension shall be provided by railway board and responsibility shall be fixed for the pending APARs.

DA: - As above

  
(Ravi Kumar Pandit)  
APO-III  
ECR/SEE

Copy to:-

1. All Branch Officers for kind information and necessary action please.

**GOVERNMENT OF INDIA (भारत सरकार)**  
**MINISTRY OF RAILWAYS (रेल मंत्रालय)**  
**RAILWAY BOARD (रेलवे बोर्ड)**

**File No. PC-VII/2025/HRMS/15**

**New Delhi, Dated : .04.2026**

**To,**

**The General Managers,  
All Indian Railways/PUs/TIs,  
(As per standard mailing list)**

**Sub : Extension of timelines for completion of APAR for the year 2024-2025.**

**Ref: Board's letter No. PC-VII/2025/HRMS/15 dated 16.07.2025**

Kindly refer to Board's letter referred above wherein extended timelines for completion of processing of APARs for the year 2024-2025 were specified.

2. It has however been observed that a number of APARs are still pending at various stages. Various references regarding the delay in finalization of APARs have also been received in this office and Railway Board has taken very serious cognizance of the matter.

3. As such, in order to ensure completion of the APARs of year 2024-2025 pending at different stages, it has been decided by the competent authority to grant one final extension in the timelines as follows:

| <b>S.No.</b> | <b>Action</b>                                                                       | <b>Deadline</b>                                              |
|--------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------|
| 1.           | Submission of APAR by Reporting Officer to Reviewing Officer                        | 15 <sup>th</sup> April, 2026 to 30 <sup>th</sup> April, 2026 |
| 2.           | Submission of APAR by Reviewing Officer to Accepting Authority                      | 15 <sup>th</sup> April, 2026 to 10 <sup>th</sup> May, 2026   |
| 3.           | Appraisal by Accepting Authority                                                    | 15 <sup>th</sup> April, 2026 to 20 <sup>th</sup> May, 2026   |
| 4.           | Submission of Representation on finalized APAR and disposal of such representations | 15 <sup>th</sup> April, 2026 to 31 <sup>st</sup> May, 2026   |
| 5.           | End of entire process                                                               | 31 <sup>st</sup> May, 2026                                   |

4. It is also advised that no further extensions shall be granted in any circumstance for finalization of the APAR for any stage for the year 2024-2025 and responsibility shall be fixed for the pending APARs.

5. This issues with the approval of competent authority.

Digitally signed by  
Jaya Kumar G  
Date: 10-04-2026  
15:59:43

(Jaya Kumar G)  
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Railway Board  
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**Copy to :** (i) PPS to AM(HR) for information to AM(HR)  
(ii) PPS to Secretary, Railway Board for information of Secretary, Railway Board  
(iii) PCPOs and PFAs of all Indian Railways (As per standard mailing list)  
(iv) JS/Railway Board  
(iv) GM/HRMS/CRIS for kind information and necessary action