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:

S.No.	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 representations	15th April, 2026 to 31st May, 2026
5.	End of entire process	31st 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)
Joint Director, Pay Commission & HRMS
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