

GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
RAILWAY BOARD

No. 2018/Trans.Cell/S&T/APAR

Date: 04.12.2018

The General Manager, All Indian Railways/PUs, NF(Con), CORE  
The DG/RDSO/Lucknow, DG/NAIR/Vadodara  
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela, CAO/IROAF

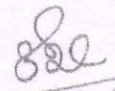
**Sub: APAR of Non-Gazetted (NG) staff in Level 6 (GP- 4200).**

- Ref:** 1. Railway Board's letter no. E(NG) II-75CR/9 dated 14.09.1976.  
2. Railway Board's letter no. E(NG)I-82-CR/1 dated 20.03.1982.  
3. Master Circular no. 28 (E(NG)I/90/CR/4 dated 17.06.91).  
4. DRM/Solapur's letter no. SUR/Con/50/APAR/Instr/18 dated 25.09.2018.

With reference to DRM/Solapur's letter at (4) and Board's letter at (1, 2 & 3) above, and in consultation with Establishment Directorate, Board (CRB) have approved the following:

1. The APAR of Non-Gazetted (NG) staff in Level 6 (GP-4200), Section-I, shall be Reported upon by immediate superior i.e. Senior Supervisor in Level-7 (GP-4600). It shall be Reviewed by Junior Scale Officer/Senior Scale Officer or the next higher authority.
2. Section-II, for promotion to Group 'B' shall be Reported upon by Junior Scale Officer, Reviewed by Senior Scale officer & Accepted & JAG/SG/DyHoD level Officer.
3. The APAR of NG staff in Level 6 (GP-4200) shall normally be finalized at JAG/SG/DyHoD level Officer.
4. Other guidelines issued from Board shall remain unchanged and be modified as and when required.

Kindly acknowledge the receipt and ensure compliance.

  
04.12.18  
(Umesh Balonda)  
Executive Director/S&T  
Transformation Cell

Copy: As per list attached.

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**Copy to:**


1. The ADAI (Railways), New Delhi
2. The Director of Audit, All Indian Railways
3. The Director, Indian Railway Institute of Civil Engineering, Pune.
4. The Director, Indian Railway Institute of Mechanical and Electrical Engineering, Jamalpur.
5. The Director, Indian Railway Institute of Signal Engineering and Telecommunications, Secunderabad.
6. The Director, Indian Railway Institute of Electrical Engineering, Nasik.
7. The Executive Director, Indian Railways Centre for Advanced Maintenance Technology, Gwalior.
8. The Director, Indian Railway Institute of Transport Management, Lucknow.
9. The Registrar, Railway Claims Tribunal, Delhi.
10. The General Secretary, IRCA, New Delhi.
11. The Chief Commissioner of Railway Safety, Lucknow.
12. The Secretary, Railway Rates Tribunal, Chennai.
13. The Chairman, Railway Recruitment Board, Ahmedabad, Ajmer, Allahabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Gorakhpur, Guwahati, Jammu & Srinagar, Kolkata, Malda, Mumbai, Muzaffarpur, Patna, Ranchi, Secunderabad and Trivandrum.
14. Managing Director, CRIS, Chanakyapuri, New Delhi

**Copy to:**

1. The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan
2. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-D & AIRPFA, Room No. 256-D Rail Bhavan

**Copy to:**

1. PS to MR, MOS(S), MOS(G)
2. CRB, FC, ME, MTR, MRS, MS, MT, SECY, DG(S&T), DG (RHS), DG (RPF), DG (Stores), DG(Pers)
3. All AMs, Principal Executive Director & Executive Directors of Railway Board

  
04.12.18  
(Umesh Balonda)  
Executive Director/S&T  
Transformation