



PBC No:03 / 2024

दक्षिण रेलवे Southern Railway
प्रधान मुख्य कार्मिक अधिकारी कार्यालय
Office of the Principal Chief Personnel Officer
प्रधान कार्यालय, कार्मिक विभाग, चेन्नै-600003
Headquarters, Personnel Department, Chennai-600003

सं/No: P(R) 184 / P / Vol.XI

दिनांक/Dated: 12.01.2024

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM, Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS, Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD, DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

विषय/Sub: Extension of timelines for completion of pending APAR for the year 2022 – 2023.

A copy of Railway Board's letter No.PC-VII/2023/HRMS/3 (Pt.1) dated 12.01.2024 on the above subject is enclosed for information, guidance and necessary action.

Railway Board's letters dated 21.06.2023, 16.08.2023 and 18.10.2023 have been circulated as PBC No. 127/2023, PBC No. 161/2023 and PBC No. 196/2023.

संलग्नक/Encl.02 pages

सहायक कर्मचारी संबंधी अधिकारी/Asst Personnel Officer / IR & Trg.

कृते प्रमुकाधि/For Principal Chief Personnel Officer

प्रतिलिपि/Copy to: The General Secretary/SRMU

The General Secretary/AISCTREA

The General Secretary/AIOBCREA

The General Secretary/NFIR

IT Section/PB/HQ - to upload in the SR website.

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

File No. PC-VII/2023/HRMS/3 (Pt. 1)

New Delhi, Dated 12/01/2024

To,

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

Sub : Extension of timelines for completion of pending APAR for the year 2022-2023.

Ref : Railway Board's letters of even number dated 21.06.2023, 16.08.2023 & 18.10.2023.

Kindly refer to Board's letters mentioned above wherein timelines for completion of various stages in finalisation of APAR of 2022-2023 was communicated.

2. Through the aforesaid communication timelines for completion of the APARs have been extended several occasions. However, it has been observed that around 8000 APARs are still pending at various levels across.

3. References have been received from field units for opening of the APAR window again for finalising the pending APARs at various stages. Considering these requests and also taking into account of the interest of the employees, it has been decided by the competent authority to extend the timelines for completion of APAR for 2022-2023 as under :

S. No.	Activity	Revised Timelines
1.	Reporting officer's remarks	15 th - 25 th January, 2024
2.	Reviewing Officer's remarks and Acceptance by Accepting authority	15 th - 31 st January, 2024

4. No extension of timelines has been given for submitting the self-appraisal.

5. The communication of APAR to the officer reported upon and subsequent processes of submission of representation if any on APAR and completing the entire process relating to representation submitted by the official shall be completed by 15th February, 2024. The facility for submitting the representation will only be applicable in respect of the APARs finalised during the period mentioned above and not applicable to the APARs already finalised.

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6. If any APARs are pending at any stages thereafter, the same will be treated as finalised at the stage where it is pending. No extension of further timelines will be granted in any circumstances and no request for finalisation of the APARs for any stage and will be entertained.

5. This issues with the approval of Competent Authority.



(Jaya Kumar G)

Dy. Director, PC-VII & HRMS

Railway Board

Ph. No. 011-47845125

e-mail ID : jaya.kumarg@gov.in

Copy to :

- i. PPS to Secretary for information of Secretary.
- ii. PPS to AM/HR for information of AM/HR.
- iii. PCPOs & PFAs of all Indian Railways as per standard mailing list.
- iv. JS / Railway Board.
- v. GM/HRMS/CRIS for kind information and to take necessary action in accordance with the timelines specified as above. It may also be ensure that to complete the pending APAR are completed in a seamless manner, server connectivity may be ensured.