

PERSONAL ATTENTION.

Government of Himachal Pradesh
Department of Personnel
Secretariat Administration Service-I

No. Per (SAS-I)F(1)-1/2024

Dated: Shimla-2, the

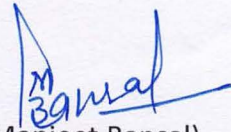
6th June, 2024.

CIRCULAR

It is brought to the notice of all the concerned that it has decided to grant one time relaxation to extend the existing timelines as given under for recording APAR for the year 2023-2024.

Sr.No.	Activity	Cut off dates	
		Existing	Revised
1.	Self Appraisal for the year under report	31 st May	30 th June
2.	Appraisal by Reporting Authority	31 st July	31 st August
3.	Appraisal by Reviewing Authority	30 th September	31 st October
4.	Appraisal by Accepting Authority	31 st December	31 st December

Accordingly, all the concerned are hereby directed to adhere to the above mentioned timelines for submission of their APARs and further to follow up the same for completion from their respective Reporting/ Reviewing/ Accepting Authorities in the said time frame. After these cut off dates, the APARs will be auto forwarded to the next authority as per provisions contained in APAR Rules, 2022.


(Manjeet Bansal)
Deputy Secretary (SA) to the
Government of Himachal Pradesh.

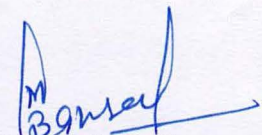
Endst. No. As above

Dated: Shimla-2, the

6th June, 2024.

Copy forwarded to following for taking further necessary action:

1. The Pr. Secretary (Personnel) to the Government of Himachal Pradesh.
2. The Deputy Director General & State Informatics Officer, NIC.H.P Secretariat.
3. All the Branch Officers, HP Secretariat, Shimla-02.
4. All the Pr. Private Secretaries/Sr. Spl. Private Secretaries/ Spl. Private Secretaries/ Sr.Private Secretaries/ Private Secretaries of H.P. Secretariat, Shimla-02.
5. All the Section Officers, HP Secretariat, Shimla-02.
6. All the Sr. Law Officer/Law Officer /Chief Librarian in H.P Secretariat.
7. Guard file.


(Manjeet Bansal)
Deputy Secretary (SA) to the
Government of Himachal Pradesh.
