



  
**केन्द्रीय भण्डारण निगम**  
(भारत सरकार का उपक्रम)  
**CENTRAL WAREHOUSING CORPORATION**  
(A Govt. of India Undertaking)  
**जन-जन के लिए भण्डारण/Warehousing for Everyone**



**No. CWC/IV-CRC/e-APAR/2020-21/**

**Dated: 22-04-2021**

**CIRCULAR**

**Sub: Writing of e-APAR and Setting up of KPAs: Extension of timelines**

This has reference to the circular no. CWC/IV-CRC/e-APAR/2020-21 dated 31.03.2021 vide which the timelines for writing of Annual Performance Appraisal Report (APAR) of all Group – A & B officers for the appraisal year 2021-22 was promulgated.

In view of the current pandemic conditions, the revised timelines for completion of activities related to writing of APARs shall be as per the following schedule:

Authority concerned	Time Schedule for Opening of Window	
	Completion of APAR for year 2020-21	Fixation of KPAs for the year 2021-22
For Appraisee	1 <sup>st</sup> April – 15 <sup>th</sup> May	1 <sup>st</sup> April – 05 <sup>th</sup> May
Approval by Appraiser	1 <sup>st</sup> April – 25 <sup>th</sup> May	1 <sup>st</sup> April – 15 <sup>th</sup> May
Reviewer	1 <sup>st</sup> April – 05 <sup>th</sup> June	-
Accepting Authority	1 <sup>st</sup> April – 15 <sup>th</sup> June	-

This issues with the approval of the competent authority.

**(Sumit Kumar)**  
**Manager (CR)**

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