



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



No.CWCCO-PD0CR/753/2021-PERS

Dated: 13.03.2022

**CIRCULAR**

**Sub: Re-submission of representation against adverse remarks/below bench grading- reg.**

The representations against adverse remarks/below bench grading in ACRs for the year 2019-20 and 2020-21 were invited by CR Section by forwarding communications through e-office.

References have been received from some employees with regard to their representation against the ACRs for the year 2019-20 and 2020-21 wherein, it has been intimated that they could not submit their representation within time due to non-checking of their e-office account. Such time barred representations were not processed by the CR section as per extant procedure.

With the approval of the Competent Authority, a one time opportunity is being provided to all such employees to submit their representation afresh, who were issued communications for representation by CR Cell against adverse remarks/below bench grading through e-office only and they could not represent within the specified window.

The representation must be submitted within 10 days of issuance of this circular to GGM (Pers.), Corporate Office, CWC, New Delhi. Further, no such representation shall be entertained which has already been examined by the CR Section and decided by the Competent Authority after following the due process.

(A.M. Rao)  
Group General Manager (Pers.)

Copy to:

- All HoDs, CWC, CO, New Delhi for information
- All RMs, CWC, Regional Office, Ahmedabad/Bangalore/Bhopal/ Chandigarh/Chennai/Delhi / Guwahati/ Hyderabad/Jaipur/Kochi/ Kolkata /Lucknow/Mumbai/Patna for information.
- SAM (MIS), CWC, CO, New Delhi for arranging to upload on CWC website.
- PS to MD, PA to Director (Finance), PPS to Director (Pers.), CWC, CO, New Delhi for information.

निगमित कार्यालय :4/1, सीरी इंस्टीट्यूशनल एरिया, अगस्त क्रांति मार्ग, हौज़ खास, नई दिल्ली-110016.

CO: 4/1, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016.

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