




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



CWC CO-PDOCR/72/2023-PERS

Dated: - 09.10.2023

CIRCULAR

In continuation of circular **CWC CO-PDOCR/72/2023-PERSONNEL** dated: 31-03-2023, as the process of KPAs / Goal fixation by concerned A&B Group officials for the year **2023-24** has almost been completed. Now as per the schedule of PMS policy promulgated on 18-10-2017, the window for **Mid-Year Review** for all Group A&B officials will be opened from 10-10-2023, to review their work and designated goals on completion of First six months' during F.Y. 2023-24.

The timeline for Mid-Year Review is mentioned as below: -

For Appraisee: - **10th October, 2023 to 30th October, 2023**

For Appraiser: - **10th October, 2023 to 10th November, 2023**

It is therefore, requested to all concerned to complete the **Mid-Year Review** process within prescribed timeline by following the above guidelines scrupulously.

In this connection, it is also informed that the officials whose KRA/KPA goal sheet is pending at Employee level, that official's Mid-Year assessment will be released only after completion of the same along with the proper justification.

(Manisha Sabharwal Wadhwa)
DGM (CR)

Distribution:

1. All Divisional Heads, CWC, CO, New Delhi.
2. All Regional Managers, CWC, Regional Offices.

} **with the request to bring the content of this circular to concern officials under their control.**

Copy to:

1. PS to MD, PS. to Dir. (M&CP), PA to Dir. (Fin.), PPS to Dir. (Pers.), PS to AGM (Vig.), CWC, CO, New Delhi.
2. Supdt. (MIS), CWC, CO, New Delhi-with a request to arrange uploading the circular on CWC website.
3. MGR, HRMS - May kindly arrange for necessary assistance to the CR Cell to facilitate the release of the Mid-Year Assessment sheets for the eligible Group A&B officials.
4. Guard file.