



No. CWC/IV-CRC/e-APAR (2021-22)/2022-23/

Dated: 14-05-2022

CIRCULAR

Sub: Extension of timeline for completion of e-APAR for F.Y. 2021-22.....reg

This has reference to the CO, circular no. CWC/IV-CRC/e-APAR/2022-23 dated 29.03.2022, 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 some officials have retired / transferred/ facing difficulties to complete the e-APARs due to frequent change in mapping / functioning errors in the system etc. To deal with such cases the time line for completing Assessment has now been extended as per the details given as under:-

Authority concerned	Time Schedule for Opening of Window
	Completion of APAR for year 2021-22
For Appraisee	Upto 30th May, 2022
Approval by Appraiser	Upto 07 th June, 2022
Reviewer	Upto 20 th June, 2022
Accepting Authority	Upto 30 th June, 2022

In view of above, all officers concerned are requested to complete the e-APAR Appraisal process (2021-22) within the specified timeline.

This issues with the approval of the competent authority.

(Sumit Kumar)
Manager (CR & Policy)

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1. All HoDs, CWC, CO, New Delhi.
2. SAM(MIS), CWC, CO, New Delhi – for updating this on CWC website.
3. All RMs, CWC, Regional Offices.
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