

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF N.C.T. OF DELHI
(ADMINISTRATION BRANCH)

No. GA/1030/24/93/CR/D- 475

Date: 21/7/2022

CIRCULAR

Sub: - Reg. ACRs / APARs.

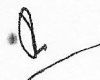
Time and again circulars have been issued by this office for timely completion of APARs by the Reporting/Reviewing Officers. It is a well known fact that up-to-date ACR/APAR dossiers of an employee is a pre-requisite documents for finalizing the cases relating to promotion/grant of financial benefits under ACP/MACP & NFSG to officials.

It has been observed that a number of APARs for the reporting year 2021-22 as well as for preceding periods are still awaited.

It is, therefore, all the officers/officials are requested to download the requisite ACR/APAR forms from the web-portal of DUSIB and submit their self-appraisal to concerned Reporting Officer. Further, all the Reporting /Reviewing officers are requested to get the APAR of the completed and forwarded the same to APAR Cell by 31.07.2022 positively and ensure that no ACRs/APAR up to 31.03.2022 are pending with them either for reporting or for reviewing.

Any un-reviewed/incomplete APAR will not be taken on record and will be returned.

This may kindly be accorded 'TOP PRIORITY'


Dy. Director (Admn.)

Distribution:

1. All Sectional Heads/Controlling officers (DUSIB)
2. Dy. Director (IT) with the request to upload it on the web-portal of DUSIB
3. Office copy/Guard file.

Diary No. 390 00 (18) 18
Date: 22/7/22
Computer Division (DUSIB)
Govt. of NCT of Delhi