

**REGD SDS/POST**

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E-in-C's Branch, Kashmir House  
Rajaji Marg, New Delhi – 110011

B/50013/430(i)/MIS (Civ)

30 Mar 2020

**Chief Engineers**

HQ Southern Command  
HQ Eastern Command  
HQ Western Command  
HQ Central Command  
HQ Northern Command  
HQ South Western Command  
ADG (Projects)  
ADG (North)  
ADG (NEI)

**EXTENSION OF TIME LINES FOR SUBMISSION OF eAPAR IN  
RESPECT OF MES CGO'S FOR THE YEAR 2019-20**

1. In the light of situation arising out of spread of Novel Coronavirus (COVID-19), DoP&T vide their OM No 21011/01/2009-Estt.(A)(Pt-II) has decided to revise the time schedule for some of the activities relating to recording of APAR. Accordingly, the revised time lines in respect of APAR for the year 2019-2020 shall be followed as per the table given under :-

Activity	Date by which to be completed	
	Existing	Revised
Distribution of blank APAR forms to all concerned(i.e to Officer to be reported upon where self appraisal to be given and to reporting Officers where self appraisal is not to be given	31 <sup>st</sup> March	31 <sup>st</sup> May (This may be completed even a week earlier)
Submission of self appraisal to Reporting officer by officer to be reported upon (where applicable)	15 <sup>th</sup> April	30 <sup>th</sup> June

2. Also, DoP&T vide OM No 21011/01/2009-Est(A)-Part dated 09 Mar 2020 has extended the time line for Annual medical Examination for Group 'A' Officers upto 30 Jun 2020. Apropos, Summary of Medical Report may be fwd on or before 30 Jun 2020. Officers who are submitting APAR forms before 30 Jun 2020 should forward an undertaking at the column for Summary of Medical report in part-II of eAPAR form(Appx 'A').

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....2/-

3. The remaining activities with regard to adherence of timelines w.r.t. other endorsing authorities and action thereafter on the subject matter will be intimated in due course of time.
4. In view of the above, revised schedule shall be intimated all fmns/units under your AOR.
5. This has the approval of Competent Authority.



(Vikas Goel)  
Col  
Dir MIS (Civ)  
for E-in-C

Encls : ( \_\_ Sheets)

**Copy to:-**

HQ DGBR, Delhi Cantt – 10, HQ CE R&D Delhi, Dir (CW & E), R&D Org 'A' Wing, DRDO Bhawan, New Delhi -11, CME Pune – 411 031, DGNP Mumbai, DGNP Visakhapatnam.

**Internal:-**

E-in-C's Sectt, DGW Sectt, DG MAP Sectt, DG (Pers) Sectt, ADGE (Pers) Sectt, ADG ESP Sectt, ADG TE Sectt.

**Appx'A'**

(Ref E-in-C's Br letter No B/50013/  
430(i)/MIS(Civ) dated 30 Mar 2020)

**UNDERTAKING FOR SUMMARY OF MEDICAL REPORT**

It is submitted that I MES- \_\_\_\_\_ Name \_\_\_\_\_ Desig \_\_\_\_\_  
will submit my Medical Fitness Certificate by 30 Jun or before the closure of the APAR for  
the year 2019-2020 whichever is early. If I failed to do so, my APAR for the above  
mentioned duration will not be considered as closed and I will be responsible for the delay.

Station :

Signature of Ratee

Dated :

