

No.AAP.120/2016/36  
GOVERNMENT OF ASSAM  
DEPARTMENT OF PERSONNEL (PERSONNEL :: A)  
ASSAM SECRETARIAT (CIVIL) DISPUR  
GUWAHATI - 781006

Dated Dispur, the 8<sup>th</sup> February, 2018.

To : All ACS Officers,

Sub : Matter relating to Online ACR Management System for ACS Officers.


Sir/Madam,

I am directed to inform that, consequent upon the decision taken by the Government of Assam, the Personnel (A) has decided to roll out the Online ACR Management System for ACS Officers (**assessment year 01-04-2017 to 31-03-2018**) from April, 2018. Therefore, in this regard, all the ACS officers are requested to furnish the desired information in the enclosed performa in both hard and soft copy to this Department without fail by 28<sup>th</sup> February, 2018.

**This may be treated as extremely urgent.**

Enclosed: As stated above.

Yours faithfully,

  
Deputy Secy. to the Govt. of Assam  
Personnel (A) Department.


Dated Dispur, the 8<sup>th</sup> February, 2018

Memo No.AAP. 120/2016/36-A

Copy to:-

1. The Secretary to the Govt of Assam, Personnel and AR & T Department etc.
2. The Joint Secretary to the Govt of Assam, Personnel and AR & T Department.

By order etc/-

  
Deputy Secy. to the Govt. of Assam  
Personnel (A) Department.

**REPORTING FORMAT FOR ONLINE ACR MANAGEMENT FOR ACS OFFICERS**

1. NAME :.....
2. BATCH :.....
3. GRADE :.....
4. DESIGNATION :.....

(Substantive post for the Assessment year (01-04-17 to 31-03-18))

(Please tick one)

5. STATUS : a) Leave  
b) Training  
c) Working

6. List of Reporting / Reviewing / Accepting authorities.

ASSESSMENT PERIOD		NAME	DESIGNATION
	REPORTING AUTHORITY		
	REVIEWING AUTHORITY		
	ACCEPTING AUTHORITY		
	REPORTING AUTHORITY		
	REVIEWING AUTHORITY		
	ACCEPTING AUTHORITY		
	REPORTING AUTHORITY		
	REVIEWING AUTHORITY		
	ACCEPTING AUTHORITY		

\*NB- The table above is created as there can be two or more ACR's in the assessment year (01-04-17 to 31-03-18).

7. NIC MAIL ID :.....

Dated :

Signature/  
Name  
Designation

**Hard copy to be sent to Deputy Secretary, Personnel Department.  
Soft copy to be mailed to personnel.assam@nic.in**