

No. AAI.3/2021/133
GOVERNMENT OF ASSAM
DEPARTMENT OF PERSONNEL (PERSONNEL:: A)
ASSAM SECRETARIAT (CIVIL) DISPUR
GUWAHATI: 781006

Dated Dispur, the 21st May, 2024

To : All IAS Officers
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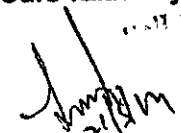
Sub : Timelines for generation, recording of PAR for the assessment year 2023-24 in respect of AIS officers by the reporting/ reviewing/ accepting authorities - reg.

Sir/Madam,

With reference to the above, I am directed to forward herewith a copy of letter No.3/4/2019-EO(PR), dated 29th April, 2024 received from the Establishment Officer & Additional Secretary to the Govt. of India, DoPT, New Delhi regarding timelines for generation, recording of PAR for the assessment year 2023-24 in respect of AIS officers by the reporting/ reviewing/ accepting authorities for favour of your kind information and necessary action.

Encl: As stated above

Yours faithfully,

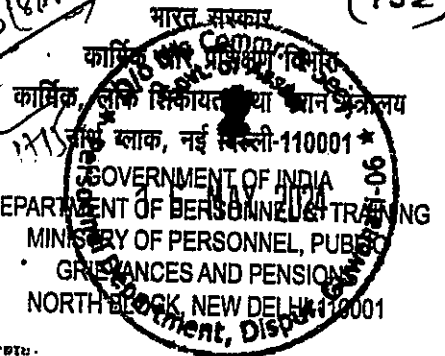

Joint Secretary to the Govt. of Assam,
Personnel (A) Department.

दीप्ति उमाशंकर, भा.प्र.से.
DEEPTI UMASHANKAR, IAS
स्थापना अधिकारी एवं अपर सचिव
ESTABLISHMENT OFFICER &
ADDITIONAL SECRETARY
Tel. : 23092370 Fax : 23093142
E-mail : ee@nic.in



सत्यमेव जयते

आजादी का
अमृत महोत्सव



Comm. Jscy - PERSONNEL

Office of the Chief Secretary,
Government of Assam
Dispur, Guwahati-6

No. 3/4/2019-EO(PR)
Dated the 19 April, 2024

RCR No. 2230809

Dear Ravi

As you are aware that electronic recording of PAR was made mandatory from the year 2014-15 and the provision for same was incorporated in the AIS(PAR) Amendment Rules, 2017. Later vide Notification dated 23.07.2019, the AIS(PAR) Amendment Rules, 2019 were notified which, *inter-alia*, introduced auto-forwarding of PARs from one level to next level. In order to give effect to the time-bound recording of PARs, provision for auto-forwarding of PARs from one stage to the next stage after a specified due date has been introduced from the assessment year 2019-20 in SPARROW.

2. It is once again reiterated that once the PAR gets closed on the midnight of 31st December, it gets auto-forwarded in the online dossier of the ORU and is treated as deemed disclosure. In cases, where the PAR could not be uploaded on to the system by the midnight of 31st December and is physically disclosed, the number of days for having comments of the ORU on the PAR is counted from the date on which the PAR has been physically disclosed.

3. The State Governments vide D.O. letters dated 06.05.2022 and 24.04.2023 were informed that auto-forwarding provision in respect of PARs for the assessment year from 2021-22 and onwards would be implemented. However, queries from various State Governments/Ministries are still being received regarding timelines to be followed for the period 2023-2024. In this regard, it is stated that timelines for the current assessment year 2023-2024, are same as mentioned in AIS(PAR) Amendment Rules, 2019:

Aso(JT)
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Activity	Due Date	Auto Forwarding Date
Blank PAR form to be given to the officer reported upon by the Administration/Division/Personnel Department, specifying the reporting officer and Reviewing Authority	1 st April	
Self appraisal for current year	31 st May	1 st June
Appraisal by Reporting Authority	31 st July	1 st August
Appraisal by Reviewing Authority	30 th September	1 st October
Appraisal by Accepting Authority	31 st December	Auto closure on 31 st December
Disclosure to the officer reported upon	31 st December	

4. In view of the above, it is requested to direct the concerned authorities to ensure that the afore-said timelines are strictly adhered to failing which PAR will get auto-forwarded to the next level.

With regards,

Yours Sincerely

Deepti

(Deepti Umashankar)

17/12
17/5/24

Shri Ravi Kota,
Chief Secretary,
Government of Assam,
P.O. Assam Sachivalaya,
Guwahati-781006.



Aso(JT)
Putting for
circulation among
All SAs
http://dopt.gov.in
Shri Ravi Kota