



PBC No:196 / 2023
RBE No: --- / ----

दक्षिण रेलवे Southern Railway
प्रधान मुख्य कार्मिक अधिकारी कार्यालय
Office of the Principal Chief Personnel Officer
प्रधान कार्यालय, कार्मिक विभाग, चेन्नै-600003
Headquarters, Personnel Department, Chennai-600003

सं/No: P(R) 184 / P / Vol.XI

दिनांक/Dated: 19.10.2023

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM,
Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS,
Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD,
DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

**विषय/Sub :Extension of timelines for completion of APAR for the year
2022 – 23.**

A copy of Railway Board's letter PC-VII/2023/HRMS/3(Pt.1) dated 18.10.2023
on the above subject is enclosed for information guidance and necessary action.

Copy of Railway Board's letters dated 16.08.2023 and 21.06.2023 referred
have been circulated as PBC No. 161/2023 and PBC No. 127/2023.

संलग्नक/Encl.3 pages

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Date: 2023.10.25
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सहायक कर्मचारी संबंधी अधिकारी/Asst. Personnel Officer / IR & Trg.

कृते प्रमुकाधि/For Principal Chief Personnel Officer

प्रतिलिपि/Copy to: The General Secretary/SRMU

The General Secretary/AISCTREA

The General Secretary/AIOBCREA

The General Secretary/NFIR

IT Section/PB/HQ - to upload in the SR website.

13060733/2023

GOVERNMENT OF INDIA (भारत सरकार)
MINISTRY OF RAILWAYS (रेलमंत्रालय)
RAILWAY BOARD (रेलवे बोर्ड)

File No. PC-VII/2023/HRMS/3(PL1)

New Delhi, Dated: 18/10/2023

The General Managers,
 All Indian Railways (PL's 11s
 (As per standard mailing list)

Sub: Extension of timelines for completion of APAR for the year 2022-2023.

Ref: Railway Board's letter No. PC-VII/2023/HRMS/3 dated 16.08.2023 & 21.06.2023.

Kindly refer to Board's letters mentioned above wherein timelines for completion of various stages in finalisation of APARs of 2022-23 was communicated.

2. It is observed that despite extending the timelines on several occasions, APARs are still pending for finalization at various stages. Unit wise list of pending APARs is enclosed at Annexure A.

3. Now, in view of the several references from Field Units and Federations, it has been decided by the Competent Authority to open the HRMS e-APAR portal for self appraisal for only those employees whose hierarchies have not been mapped so far. Accordingly, relaxation for the subsequent stages i.e. reporting, reviewing and accepting of pending APARs is also accorded herewith. The revised timelines for completion of pending APARs is now as under:

S. No.	Activity	Revised Target Date
1.	Mapping of hierarchy and online generation of APAR form (if not done)	
2.	Submission of self-appraisal to reporting officer.	18-31 October, 2023
3.	Submission of reporting officer to reviewing officer	5 th November, 2023
4.	Forwarding report by reviewing officer to accepting authority	10 th November, 2023
5.	Appraisal by accepting authority	15 th November, 2023
6.	Communication of APAR to the officer report upon	20 th November, 2023
7.	Submission of representation, if any, on APAR	5 days from the date of communication of APAR or 25 th November, 2023

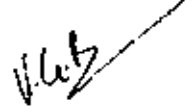
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8	Completing the process relating to representation submitted by the official	whichever is earlier. 5 days from the date of representation received or 30 th November, 2023 whichever is earlier.
9	End of entire process	30 th November, 2023

4 It is advised that the aforementioned relaxation is also applicable for the ex-Cadre employees in Railway Board.

5 It is also advised that no further extension will be granted in any circumstances for finalization of the APARs for any stage.

Encl. as above



(V.G. BHOOMA)
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Railway Board
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Email: amhrrb@rb.railnet.gov.in

Copy to :

1. PPS to Secretary, Railway Board for information of Secretary, Railway Board.
2. PCPOs and PFAs of all Indian Railways (as per standard mailing list)
3. JS/Railway Board
4. GM/EPSC/CRIS for kind information and necessary action.

Annexure-A

Zone	Total	No APAR	Not Assigned	Personal Data not Submitted	Pending for Self APP	Pending for Reporting	Pending for Reviewing	Pending for Acceptance	Total APARs Pending
BLW	5369	12	16	13	0	11	5	33	49
CLW	8603	35	4	15	1	496	813	556	1866
COFMOW	57	0	14	22	0	8	0	0	8
CORE	1430	7	0	9	0	13	37	8	58
CR	89321	2325	611	623	1	120	59	60	240
CTI	316	0	9	1	0	11	2	6	19
DMW	2492	47	2	2	0	0	0	0	0
ECOR	46092	846	252	245	0	212	109	87	408
ECR	79204	385	768	884	1	511	1315	1153	2980
ER	96521	1239	322	276	1	271	56	39	367
ICF	8463	200	0	0	0	37	47	72	156
MCF	2124	2	19	21	0	3	5	0	8
METRO	3818	49	8	18	0	18	7	15	40
NCR	63966	1013	1141	1296	0	1434	1948	353	3735
NER	45124	858	568	397	3	871	579	902	2355
NFR	55079	434	1415	1258	0	2983	1656	701	5340
NFRC	1553	1	76	56	0	133	74	56	263
NR	125296	2515	1009	997	4	817	3254	389	4464
NWR	44416	1544	185	186	1	559	770	11	1341
RB	1210	2	1146	1151	8	4	2	0	14
RCF	6099	165	82	84	0	3	3	18	24
RCT	22	0	21	21	0	0	0	0	0
RDSO	2198	20	9	11	0	22	54	36	112
RWF	1965	65	7	7	0	138	134	7	279
RWP	906	5	2	5	0	6	37	2	45
SCR	75081	1998	1139	1180	0	758	868	85	1711
SECR	45773	2017	170	169	1	31	13	1	46
SER	78396	3295	295	319	0	592	310	396	1298
SR	74391	1986	1088	1074	0	1542	2972	401	4915
SWR	33508	501	383	352	0	347	424	126	897
WCR	50618	723	636	633	0	818	563	39	1420
WR	83104	3393	142	142	0	7	36	2	45
TOTAL	1132515	25682	11539	11467	21	12776	16152	5554	34503