PBC No. 87 / 2026

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

No: P(R) 436/P/HRMS(C.No.574908) दिनांक/Date: as signed

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM, Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/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 2024 - 2025.

***

A copy of the Railway Board's letter No. File No. PC-VII/2025/HRMS/15 dated 27.05.2026 on the above subject is enclosed for information, guidance and necessary action.

Copy of Railway Board's letter dated 10.04.2026 referred therein is enclosed for reference.

संलग्नक/Encl. 03 pages

Digitally signed by CHILAKALAPUDI ANJANI KUMAR
'Date: 2026.06.12 10:22:11 +05'30

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 / DREU
The General Secretary/AISCTREA
The General Secretary/AIOBCREA
The General Secretary/NFIR
IT Section/PB/HQ - to upload in the SR website.

6842367/2026/O/o Ch OS/Rules/Pers/HQ/SR

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

File No. PC-VII/2025/HRMS/15 **New Delhi, Dated: 27.05.2026**

To,

The General Managers,
All Indian Railways/PUs/CTIs,
(As per standard mailing list)

Sub : Extension of timelines for completion of APAR for the year 2024-2025.
Ref: Board's letter No. PC-VII/2025/HRMS/15 dated 10.04.2026

Kindly refer to Board's letter referred above wherein extended timelines for completion of various stages of e-APAR for the year 2024-2025 were specified.

2. Though the timelines for reporting, reviewing and accepting the APARs for year 2024-2025 are over, it is observed that a number of APARs are still pending at these stages. In view of such pendency in completion of e-APARs, it has been decided by the competent authority to extend the timelines for completion of various stages of e-APAR for the year 2024-2025 as under:

S. No.	Activity	New Target Date
1.	Forwarding report by reviewing officer to accepting authority	15th June, 2026
2.	Appraisal by accepting authority	15th June, 2026
3.	Communication of APAR to the officer report above	Immediately after completion
4.	Submission of representation, if any, on APAR from the date of communication	30 days from the date of communication of APAR.
5.	Completing the process relating to the representation submitted by the official.	15 days from the date of representation received, if any.

3. All Field Units are requested to take steps to ensure that the pending APARs are completed within the above mentioned timelines.

4. This issues with the approval of competent authority.

27/05/26

(Shatrughna Behera)
Executive Director (MPP)
Railway Board
Ph. No. 011-23047240
e-mail ID : edtmpp@rb.railnet.gov.in

Copy to : (i) PPS to AM(HR) for information to AM(HR)
(ii) PPS to Secretary, Railway Board for information of Secretary, Railway Board
(iii) PCPOs and PFAs of all Indian Railways (As per standard mailing list)
(iv) JS/Railway Board
(iv) GM/HRMS/CRIS for kind information and necessary action

6842613/2026/O/o Ch OS/Rules/Pers/HQ/SR

GOVERNMENT OF INDIA (भारत सरकार)

MINISTRY OF RAILWAYS (रेल मंत्रालय)

RAILWAY BOARD (रेलवे बोर्ड)

File No. PC-VII/2025/HRMS/15 **New Delhi, Dated : .04.2026**

To,

The General Managers,
All Indian Railways/PUs/TIs,
(As per standard mailing list)

Sub : Extension of timelines for completion of APAR for the year 2024-2025.

Ref: Board's letter No. PC-VII/2025/HRMS/15 dated 16.07.2025

Kindly refer to Board's letter referred above wherein extended timelines for completion of processing of APARs for the year 2024-2025 were specified.

2. It has however been observed that a number of APARs are still pending at various stages. Various references regarding the delay in finalization of APARs have also been received in this office and Railway Board has taken very serious cognizance of the matter.

3. As such, in order to ensure completion of the APARs of year 2024-2025 pending at different stages, it has been decided by the competent authority to grant one final extension in the timelines as follows:

S.No.	Action	Deadline
1.	Submission of APAR by Reporting Officer to Reviewing Officer	15th April, 2026 to 30th April, 2026
2.	Submission of APAR by Reviewing Officer to Accepting Authority	15th April, 2026 to 10th May, 2026
3.	Appraisal by Accepting Authority	15th April, 2026 to 20th May, 2026
4.	Submission of Representation on finalized APAR and disposal of such representations	15th April, 2026 to 31st May, 2026
5.	End of entire process	31st May, 2026

4. It is also advised that no further extensions shall be granted in any circumstance for finalization of the APAR for any stage for the year 2024-2025 and responsibility shall be fixed for the pending APARs.

5. This issues with the approval of competent authority.

Digitally signed by
Jaya Kumar G
Date: 10-04-2026
15:59:43

(Jaya Kumar G)
Joint Director, Pay Commission & HRMS
Railway Board
Ph. No. 011-47845125
e-mail ID : jaya.kumarg@gov.in

Copy to : (i) PPS to AM(HR) for information to AM(HR)
(ii) PPS to Secretary, Railway Board for information of Secretary, Railway Board
(iii) PCPOs and PFAs of all Indian Railways (As per standard mailing list)
(iv) JS/Railway Board
(iv) GM/HRMS/CRIS for kind information and necessary action