

I/198986/2025



भारत सरकार/Government of India
जल शक्ति मंत्रालय/Ministry of Jal Shakti
जल संसाधन, नदी विकास और गंगा संरक्षण विभाग/Department of Water Resources, River Development & Ganga
Rejuvenation
केन्द्रीय जल आयोग/Central Water Commission
स्थापना - आठ अनुभाग/Establishment - E-VIII Section

तृतीय तल (दक्षिण), सेवा भवन/3rd Floor (S), Sewa Bhawan
आर. के. पुरम, नई दिल्ली-66/R. K. Puram, New Delhi-66
दिनांक/Dated: 05/03/2025

परिपत्र /CIRCULAR

Subject: APAR Generation for the Assessment year 2024-25- reg.

All Officials of MTS cadre working in CWC (HQ) requested to submit duly filled proforma (enclosed) to Estt. VIII Section for generating APAR for the Assessment year 2024-25 latest by 17-03-2025 so that timely generation of workflow can be done till 31st March 2025 as per DoPT guidelines.

Encl: As above

Signed by Nitin Kumar
Patel

Date: 05-03-2025 18:25:56

Reason: Approved

नितिन कुमार पटेल/Nitin Kumar Patel

सहायक निदेशक - II & नोडल अधिकारी (Sparrow)

Assistant Director - II & Nodal Officer (Sparrow)

सेवा में

सभी बहु कार्य निष्पादक, केन्द्रीय जल आयोग (मु.), नयी दिल्ली

Details to be provided by the Officers to PAR Custodian/PAR Manager in Admn-II Section for PAR generation for the year 2022-23 (along with the relevant documents such as transfer/posting, retirement etc. order, if any)

Name of Officer _____ Date of Birth
Designation _____ Service _____
Employee Code Basic Pay
Date of Joining the Designation

Reporting Authority	Reviewing Authority
Name _____	Name _____
Period from <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Period from <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Designation _____	Designation _____
Service _____	Service _____
Employee Code <input type="text"/>	Employee Code <input type="text"/>
(Mention staff No. if ITS/IRRS/IP&TAFS Officer)	(Mention Staff No. if ITS/IRRS/IP&TAFS Officer)
e-mail <input type="text"/>	e-mail <input type="text"/>

Leaves (EL/CCL/COML/Study Leave/ Training) taken during the year 2022-23

Type of Leave/Training details:

_____ From _____ to _____ = _____ Days
_____ From _____ to _____ = _____ Days
_____ From _____ to _____ = _____ Days
_____ From _____ to _____ = _____ Days

Self-Certification: - Certified that the information provided above is true and correct to the best of my knowledge.

Mobile No:

Signature with date

e-mail:

For OFFICE (Concerned Admn Section) Use only - For CSSS Admn.II

The Information provided by the officer/official is verified as per available records.

Signature of the verifying authority

*Please submit details for each part of reporting in separate form (Normal Period is 01.04.2022 to 31.03.2023)

*Forms received without verification from Concerned Admn Section will not be accepted.