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No. 2/8/2015-APAR/601-606  
Government of India  
Central Water Commission  
(APAR Section)

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Room No. 312(S), Sewa Bhawan  
R K Puram, New Delhi 110066  
Dated: 17.07.2017

**OFFICE MEMORANDAM**

Sub: Non-receipt of 4 APAR's and 6 NRC's of Communication Cadre & Publication cadres of CWC from 01.04.2008 to 31.03.2016 – reg

The performance of every Government servant is assessed annually through the Annual Performance Assessment Report (APAR). This report decides his future career advancement like promotion, grant of MACP, selection on deputation etc. Therefore, APARs are required to be completed in a time bound manner as prescribed by DoPT OM dated 16.02.2009.

2. However, on scrutiny of the APAR folders of CWC Communication and Publication cadres, it was found that the following employees / officials have gaps in their APAR folders which may be filled up immediately by all concerned preferably **before 28.07.2017:-**

**I. Deficient APAR's of CWC Communication Cadre from 01.04.2008 to 02.11.2015**

SI No	Name & Designation (S/Shri/Smt/Ms)	Ledger No.	DoB	Employee Code	APAR /NRC	Period of Deficient APAR's
1	R K Panchal, JE (Com)	139	01/01/1959	091983001	NRC	10/10/2015 to 02/11/2015
2	U K Behra, JE (Com)	179	02/02/1962	091986007	NRC NRC	01/02/2011 to 31/03/2011 01/06/2014 to 26/06/2014
3	Siddharth Sasmal, JE (Com)	149	03/01/1957	091978002	APAR	01/04/2008 to 30/11/2008
4	H L Tiwari, JE (Com)	51	01/05/1961	091988008	NRC	25/09/2012 to 03/10/2012
5	Durga Charan Mishra, JE (Com)	35	12/08/1958	091988015	NRC	01/04/2015 to 22/06/2015
6	H C Pradhan, JE (Com) (*)	54	30/07/1964	091986004	NRC APAR	12/12/2009 to 14/12/2009 01/04/2016 to 05/07/2016

(\*) Promoted as AE (Com) w.e.f. 06.07.2016

*S. Sundharam*  
17/07/2017  
अनुभाग अधिकारी (ए.पी.ए.आर.)  
Section Officer (APAR)  
केन्द्रीय जल आयोग  
Central Water Commission  
नई दिल्ली / New Delhi



**II. Deficient APAR's of CWC Publication Cadre from 01.04.2015 to 31.03.2016**

Sl No	Name & Designation (S/Shri/Smt/Ms)	Ledger No.	DoB	Employee Code	APAR /NRC	Period of Deficient APAR's
1	Sudhir Kumar Mishra, Senior Cameraman (MF)	134	15/10/1981	112005001	APAR	01/04/2015 to 30/08/2015
					APAR	31/08/2015 to 31/03/2016

3. The above mentioned employees / officers are requested to intimate to this office as to whether the resume for the above period of the APAR has been submitted by them to the Reporting Officer concerned for completion of the APAR. If so, the details may please be furnished with supporting documents.

4. All concerned in CWC (HQ), Field Offices, Division Offices, etc of CWC may please bring it to the notice of employee concerned so that gaps in APAR Folders are completed in all respects **before 28.07.2017**.

This issues with the approval of CE (HRM).

*S M Sundaram* 27/07/2017

(S M Sundaram)

Section Officer (APAR)

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केन्द्रीय जल आयोग  
Central Water Commission  
नई दिल्ली / New Delhi

To,

1. All concerned Employees / officials through Employee Corner in CWC website
2. Under Secretary (Estt. XIII), CWC, New Delhi – for further necessary action at their end.
3. Director/Superintending Engineer's at CWC (HQ), Field Office, Division Office of CWC respectively for further necessary action at their end.
4. Shri R A Kaloria, General Secretary, Central Water Commission (P&I Division) NH-IV, 1064, Type V, Faridabad 121001 (Haryana) (Mob: 98683-59240)
5. Shri P K Acharya, President, AICSA, Mahanadi Division, CWC, Doctors Colony, P.O. Burla, Odisha – 768017
6. Notice Boards in CWC (HQ), Sewa Bhawan, R K Puram, New Delhi – 3 copies.
7. PS to CE (HRM)

*27/7/17*