

F. No. A-32022/1/2020-A(P&T)

Government of India

Office of DC(MSME)

Ministry of MSME

Admn(P&T Section)

Nirman Bhawan, New Delhi

Dated 30th May, 2020CIRCULAR

Subject- Non-availability of APARs of officers who are at present members of the newly created IEDS (Group 'B') for their promotion.

It is for information of all concerned that all the cases of promotion from the level of Assistant Director (Grade-I) to the level of Deputy Director have already been completed by IEDS Cell in the month of January, 2020 for which APARs in respect of merely 17 officers were obtained after a lot of effort and persuasion.

2. It is for the knowledge of all concerned that the process of promotions at various levels has got stuck simply because of non-availability of APARs, due to negligence of the Officers concerned or their present/ erstwhile superiors.

3. Office of Development Commissioner, MSME, is proposing to forward to the UPSC the following proposal for promotion:-

(i) 12 officers from Joint Director level to Director level, out of these 12 officers, the APARs of 11 Nos. of officers of different years are not available with the Administration and there are 4 more cases at this level itself that need not go to the UPSC, and.

(ii) 52 officers from Deputy Director level to Joint Director level, out of these 52 officers, the APARs of 48 Nos. of officers of different years are not available with the Administration and there are 8 more cases at this level itself that need not go to the UPSC.

4. Further, it is pertinent to mention here that the Vigilance clearance is also awaited for many officers. These issues are not under the purview of Administration. Without these documents, the UPSC will immediately send back the proposal. For AIAs, Directors and In-charge of Director in DIs, ex-SS & DC shifted the responsibility to AIA (Chandrasekhar) for FY 2017-18 and to ADC(SM) for FY 2018-19 vide Order No. A-22012/1/2015-A (G) dated 7th March, 2018 of Administration. Due to the Covid 19 lockdown, Administration could send these APARs to ADC (SM)

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and AIA (Chandrasekhar) only in the second fortnight of April. After receiving the APARs from the above reporting officers, the same will be forwarded to Ex-SS&DC for reviewing purpose.

5. The exact availability position of the APARs has however may be seen in the summary tables enclosed as Annexure-A, Annexure-B. Annexure-A shows the availability position of APARs of individual officers and Annexure-B shows, the pendency position of APARs of junior officers with the said senior officers.

6. All other instructions in Circular No. A-32022/1/2020-A (P&T) dated 26th May, 2020, are applicable also in the case of the instant Circular.

7. Officers are requested to keep it in mind that Non Reporting Certificate (NRC) cannot be issued to anyone and everyone having no APAR for a particular period of any year. It may please also be borne in mind that the NRC can be issued to an officer only in two circumstances:- (i) when the gap is for a period of less than 90 days; and (ii) when the gap is for more than 90 days, only on the basis of the proof that he/she had submitted his/ her self-assessment to his/ her senior.

8. It may please be noted that pendency of APAR of senior [either as a reporting or as a reviewing authority] will be duly entered in the APAR of the concerned officer.

9. There are some gaps in both Annexures since information as regards the same are not available with Administration. The individual officers Vigilance Section and concerned DIs may provide to Administration any information as regards these gaps as available with them.

This issues with the approval of ADC (Admin).

30-05-2020
(Satyen Lama)
Director (Admin)


Encl.: Annexure-A & Annexure-B as above

To,

- 1) PS to AS&DC, for kind information of AS & DC.
- 2) ADCs/ DDG/ CVO, Office of DC(MSME)
- 3) IA(I/c)/JDC
- 4) All Directors/Joint Directors/Deputy Directors of Office of DC(MSME).
- 5) All Head of Institutes of MSME-DIs/Br. MSME-DIs/MSME-TCs.
- 6) SENET Div.- with a request to upload the order on official website
- 7) All officers of Office of DC (MSME) and field offices
- 8) Office Order Folder/Guard File

Summary of APARs Availability in r/o Promotion of IEDS Cadre Officers
(as on 01.01.2019)

Level of Officers	Total no. of APARs that should be there with Cadre	No. of completed APARs available at Hqrs	No. of APARs where review is not done	No. of APARs not available for full year	No. of APARs not available at Hqrs.
Director	$12 * 5 = 60$	46	00	07	07
Dy. Director	$60 * 5 = 300$	156	46	29	69


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(Satyen Lama)
Director (Admin)

Annexure - B

Name of the officer	Desg.	Discp.	Period	Place of posting during the period	APAR submitted for reporting on (date)	APAR submitted for reviewing on (date)	Remarks	
G. Shanmuganathan	AIA	M&A	2013-14			Already reviewed and with Vigilance	Pendency of Juniors APARs is in the enclosed statement as Annexure 2	
			2014-15			Already reviewed and with Vigilance		
			2015-16			NA		
			01.04.16 to 30.09.16			NA		
			01.10.16 to 31.03.17	DI, Chennai		20.07.2017 (DC-RP)		-
			01.04.17 to 31.07.17	TC, Chennai		NA		
			01.08.17 to 31.03.18			NA		
			01.04.18 to 12.12.18	TC, Chennai		NA		
13.12.18 to 31.03.19			NA					
D. Chandra Sekhar	AIA	Chem	2013-14				Pendency of Juniors APARs is in the enclosed statement as Annexure 2	
			2014-15			Not required as promoted to AIA on 08.09.2016		
			2015-16					
			Apr 16 to Jul 16			NA		
			Aug 2016 to March 2017	O/o DC(MSME)		30.06.2017 (DC-RP)		
R.S. Barapatre	Director	Met	April 2017 to Dec 2017	O/o DC(MSME)		29.06.2018 (DC-RP)	Pendency of Juniors APARs is in the enclosed statement as Annexure 2	
			Jan 2018 to Mar 2019	DI, Hyderabad		15.08.2019 **		
			2013-14			NA		
			2014-15			NA		
G.R. Akadas	Director	Mech	2015-16			NA	Pendency of Juniors APARs is in the enclosed statement as Annexure 2	
			01.04.16 to 20.12.16	DI, Allahabad		NA		
			21.12.16 to 31.03.17			NA		
			2017-18			NA		
			2018-19			NA		
			2013-14			Already reviewed and with Vigilance		
			2014-15			Already reviewed and with Vigilance		
			2015-16			Already reviewed and with Vigilance		
2016-17	DI, Goa		Already reviewed and with Vigilance					
2017-18	DI, Goa		Already reviewed and with Vigilance					
2018-19	DI, Goa		25.06.2018 *					
Vijay Kumar	Director	Mech	2013-14			10.07.2019 **	Pendency of Juniors APARs is in the enclosed statement as Annexure 2	
			2014-15			Already reviewed and with Vigilance		
			2015-16			Already reviewed and with Vigilance		
			2016-17	DI, Ludhiana		Already reviewed and with Vigilance		
			01.04.17 to 31.10.17			Already reviewed and with Vigilance		
			01.11.17 to 31.03.18			-		(DC-RV)
			2018-19	DI, New Delhi		(DC-RP)*		-
			-	(DC-RV)				

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Name of the officer	Desg.	Discp.	Period	Place of posting during the period	APAR submitted for reporting on (date)	APAR submitted for reviewing on (date)	Remarks
Dr. O. P. Mehta	Director	PMT	2013-14		Already reviewed and with Vigilance		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15		Already reviewed and with Vigilance		
			2015-16		Already reviewed and with Vigilance		
			2016-17	O/o DC(MSME)	Already reviewed and with Vigilance		
			2017-18	O/o DC(MSME)	Submitted by Reporting Officer ADC (SM) to then AS/SS & DC for review		
KRK Prasad	Director	Mech	2013-14		NA		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15		NA		
			2015-16		NA		
			2016-17		NA		
			2017-18		NA		
Pradeep Kumar	Director	Mech	2018-19	DI, Chennai	06.05.2019 **		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2013-14		Already reviewed and with Vigilance		
			2014-15		Already reviewed and with Vigilance		
			2015-16		Already reviewed and with Vigilance		
			2016-17		Already reviewed and with Vigilance		
Vininder Sharma	Director	Mech	2017-18		(DC-RP)*		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2018-19		(DC-RV)		
			2013-14		Already reviewed and with Vigilance		
			2014-15		Already reviewed and with Vigilance		
			2015-16		NA		
P. Velayudhan	Director	Mech	2016-17		Already reviewed and with Vigilance		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			01.04.17 to 31.10.17		NA		
			01.11.17 to 31.03.18	O/o DC(MSME)	(DC-RP)*		
			2018-19	O/o DC(MSME)	(DC-RP)**		
			2013-14		Already reviewed and with Vigilance		

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Name of the officer	Desg.	Discp.	Period	Place of posting during the period	APAR submitted for reporting on (date)	APAR submitted for reviewing on (date)	Remarks
M.K. Saraswat	Director	Mech	2013-14		Already reviewed and with Vigilance		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15		Already reviewed and with Vigilance		
			2015-16		Already reviewed and with Vigilance		
			2016-17	DI, Jaipur	Already reviewed and with Vigilance		
			2017-18	DI, Jaipur	28.05.2018 *		
			2018-19	DI, Jaipur	10.06.2019 **		
Ashok Rambhau Gokhe	Director	Met	2013-14		Already reviewed and with Vigilance		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15		Already reviewed and with Vigilance		
			2015-16		Already reviewed and with Vigilance		
			Apr 16 to Aug 16	DI, Raipur			
			Sep 16 to Nov 16	O/o DC(MSME)	06.04.2017 - NA		
			Nov 16 to Mar 17	DI, Patna			
			Apr 17 to Sep 17	DI, Patna	Already reviewed and with Vigilance		
			Sep 17 to Mar 18	DI, Patna	02.05.2018 *		
Apr 18 to Jul 18	TC, Mumbai						
Aug 18 to Mar 19	DI, Mumbai	15.04.2019 **					
R. K. Rai	Director	Mech	2013-14		Already reviewed and with Vigilance		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15		Already reviewed and with Vigilance		
			2015-16		Already reviewed and with Vigilance		
			2016-17		Already reviewed and with Vigilance		
			2017-18		NA		
			2018-19		NA		
Sanjeev Chawla	Director	Mech	2013-14		Already reviewed and with Vigilance		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15		Already reviewed and with Vigilance		
			2015-16		NA		
			2016-17		NA		
			2017-18		NA		
			01.04.18 to 11.11.18	O/o DC(MSME)	-	(DC-RV)	
12.11.18 to 31.03.19		NA					
U.C. Shukla	Director	Mech	2013-14		Already reviewed and with Vigilance		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15		Already reviewed and with Vigilance		
			2015-16		Already reviewed and with Vigilance		
			2016-17	DI, Kanpur	Already reviewed and with Vigilance		
			2017-18	DI, Kanpur	01.08.2018 *		
			2018-19	DI, Kanpur	28.06.2019 **		

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Name of the officer	Desg.	Discp.	Period	Place of posting during the period	APAR submitted for reporting on (date)	APAR submitted for reviewing on (date)	Remarks
P.M. Parlewar	Director	Met	2013-14			Already reviewed and with Vigilance	Pendency of Juniors APARs is in the enclosed statement as Annexure 2.
			2014-15			Already reviewed and with Vigilance	
			2015-16			Already reviewed and with Vigilance	
			2016-17	DI, Nagpur		Already reviewed and with Vigilance	
			2017-18	Deputation in DC SEEPZ, Nagpur	11.05.2020		
			2018-19	DI, Nagpur	07.05.2019 **		
Ajoy Bandopadhyaya	Director	G&C	2013-14			NA	Pendency of Juniors APARs is in the enclosed statement as Annexure 2.
			2014-15			NA	
			2015-16			NA	
			2016-17	DI, Kolkata	11.04.2017 (DC-RP)		
			2017-18	DI, Kolkata	14.06.2018 *		
			2018-19	DI, Kolkata	12.04.2019 **		
B. N. Sudhakara	Director	Elex	2013-14			Not required as promoted to Director on 21.07.2014	Pendency of Juniors APARs is in the enclosed statement as Annexure 2.
			2014-15			NA	
			2015-16			NA	
			2016-17			NA	
			2017-18	DI, Bangalore	(DC-RP)*		
			2018-19	DI, Bangalore	(DC-RP)**		
Shirish Asthana	Director	Meet	2013-14			Not required as promoted to Director on 02.01.2015	Pendency of Juniors APARs is in the enclosed statement as Annexure 2.
			2014-15			NA	
			2015-16			NA	
			2016-17			NA	
			2017-18			NA	
			2018-19			NA	
M. Sreenivasulu	Director	PMT	2013-14			Not required as promoted to Director on 02.07.2017	Pendency of Juniors APARs is in the enclosed statement as Annexure 2.
			2014-15				
			2015-16				
			2016-17	DI, Guwahati			
			01.04.17 to 31.10.17	DI, Guwahati	24.07.2018 (DC-RP)		
			01.11.17 to 31.03.17	DI, Guwahati	16.01.2020 *		
2018-2019	DI, Guwahati	09.12.2019 **					

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Name of the officer	Desg.	Discp.	Period	Place of posting during the period	APAR submitted for reporting on (date)	APAR submitted for reviewing on (date)	Remarks
Major Singh	Director	Elex	2013-14		Not required as promoted to Director on 16.12.2015		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15				
			2015-16		NA		
			2016-17	DI, Karnal	25.04.2017 (DC-RP)		
			2017-18	DI, Karnal	21.06.2018 *		
			2018-19	DI, Karnal	20.05.2019 **		
Rakesh Kumar Kapoor	Director	L/F	2013-14		Not required as promoted to Director on 18.07.2016		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15				
			2015-16				
			2016-17	DI, Ranchi	03.05.2017 (DC-RP)		
			2017-18	DI, Ranchi	(DC-RP)*		
			2018-19	DI, Ranchi	(DC-RP)**		
R. K. Giri	Director	Mech	2013-14		Not required as promoted to Director on 21.09.2016		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15				
			2015-16				
			2016-17	DI, Agartala	20.06.2018 - NA --		
			2017-18	DI, Agartala	04.11.2019 * --		
			2018-19	DI, Agartala	04.11.2019 ** --		
D. K. Nataraj	Director	Food	2013-14		Not required as promoted to Director on 19.07.2018		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15				
			2015-16				
			2016-17				
			2017-18				
			2018-19	O/o DC(MSME)	NA		
V. K. Sharma	Director	Mech	2013-14		Not required as promoted to Director on 01.02.2017		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15				
			2015-16				
			2016-17				
			2017-18	DI, Haldwari	02.07.2018 *		
			2018-19	DI, Haldwari	12.06.2019 **		
Kamal Singh	Director	Mech	2013-14		Not required as promoted to Director on 08.01.2017		Pendency of Juniors APARs is in the enclosed statement as Annexure 2
			2014-15				
			2015-16				
			2016-17				
			2017-18		NA		
			2018-19		NA		

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* Where Ex- SS & DC (MSME) shifted the responsibility of Reporting of APARs for Head of field institutes to AIA (CS) for year 2017-18 vide O.M. No. A-22012/1/219-A(P&T) dated 13.03.2020

** Where Ex- SS & DC (MSME) shifted the responsibility of Reporting of APARs for Head of field institutes to ADC (SM) for year 2018-19 vide O.M. No. A-22012/1/219-A(P&T) dated 13.03.2020

DC-RV : APAR submitted to AS/SS & DC (MSME) for reviewing

DC-RP : APAR submitted to AS/SS & DC (MSME) for reporting

NA : Information Not Available at Admin Division, O/o DC(MSME), New Delhi

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Pendency of Reporting/Reviewing of APARs with AIA, Director

Pendency with	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
1. G. Shanmuganathan, AIA						
For Reporting	NP	NP	NP	4	1	1
For Reviewing	NP	NP	NP	10	NP	15
2. D. Chandra Sekhar, AIA						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
3. R K S Barapatre, Director (Retired)						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
4. G.R. Akadas, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
5. Vijay Kumar, Director						
For Reporting	NP	NP	NP	NP	NA	NA
For Reviewing	NP	NP	NP	NP	NA	NA
6. O.P. Mehta, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
7. KRK Prasad, Director (Retired)						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
8. Pradeep Kumar, Director						
For Reporting	NP	NP	NP	NP	NP	OD
For Reviewing	NP	NP	NP	NP	NP	OD
9. Virinder Sharma, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
10. P.V. Velayudhan, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
11. M.K. Saraswat, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
12. A. R. Gokhe, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
13. R.K Rai, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
14. Sanjeev Chawla, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP

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Pendency with	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
15. U.C.Shukla, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
16. P.M. Parlewar, Director						
For Reporting	NP	NP	NP	NP	OD	NP
For Reviewing	NP	NP	NP	NP	OD	NP
17. A.Bandopadhyaya, Director (Retired)						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
18. B.N. Sudhakara, Director (Retired)						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
19. Shirish Asthana, Director (Retired)						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
20. M. Srinivasulu, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
21. Major Singh, Director (Retired)						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
22. R.K. Kapoor, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
23. R.K. Giri, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
24. D K Katara, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
25. V K Sharma, Director						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP
26. Kamal Singh, Director (Retired)						
For Reporting	NP	NP	NP	NP	NP	NP
For Reviewing	NP	NP	NP	NP	NP	NP

NP	Nothing Pending with Officer
OD	On Deputation

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