

REMINDER

F.No.A-32016/3/2019-A(F) [E-17172]
Government of India
Office of the Development Commissioner (MSME)
Ministry of Micro, Small and Medium Enterprises
Admn.(P&T) Section

Nirman Bhawan, New Delhi
Dated: 08.06.2021

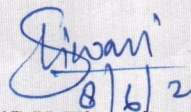
CIRCULAR

Subject- Non-availability of APARs of officers for promotion from office superintendent to the post of Assistant Director Gr-II (GAD) in MSME-DO.

With reference to the e-mail dated 07.01.2020 and further Reminders dates 14.1.2020, 26.01.2020, 06.03.2020, 07.4.2020, 20.7.2020, 17.8.2020 and Circular has been uploaded on the website of DC (MSME) dated 09.12.2020 as per information/dossier received from Vigilance Division /Field Offices of Office of DC (MSME), the non-availability position of the APARs of Office Superintendents has been summarized in the form of a Table enclosed at Annexure-A.

2. All officers concerned as per Annexure-A are requested to pursue the matter with the reporting/ reviewing authorities of their APARs for the relevant periods officially, through mail, with copy to this office, mentioning in the subject the number and the date of the instant Circular, with proofs of submission of their APARs, to enable Admin Division to issue NOCs to Vigilance Division for issue of NRCs to deserving cases.
3. In case the lists enclosed are not complete or contain some wrong information, the same may be brought to the notice of Headquarters Administration immediately.
4. This Circular is issued only for verification of records and finalizing the proposals for promotion for Office Superintendent to Assistant Director Gr-II (GAD). Until the above information/records are not complete, Administration Division is unable to stand the process of DPC for Office Superintendent to Assistant Director Gr-II (GAD).

This issue with the approval of Competent Authority.


(S.K. Tiwari)

Deputy Director(Admn.)

Enclosure: Annexure-A.

To:

- 1) PPS to AS&DC (MSME), for kind information of AS&DC.
- 2) ADCs/ DDG/ CVO/JDC, Office of DC(MSME)
- 3) Joint Directors/ Deputy Directors of Office of DC(MSME).
- 4) All Head of Institutes of MSME-D1s / MSME-TCs.
- 5) SENET Div.- with a request to upload the order on official website
- 6) All Dy. Director level Officers of Office of DC (MSME) and field offices
- 7) Office Order Folder/ Guard File

Annexure-A

Non-Availability of APARs of Office Superintendent

S.No	Name	DOB	Design	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
1.	Manoj Kumar,	21.01.1963	O.S.	NA	NA		NA		NA
2.	Vinod Kumar	20.03.1959	O.S.		NA	NA			
3.	Biswanath Basu	25.12.1957	O.S.			NA		1.4.2017 to 31.12.2017 NA	
4.	Smt. Kalawati	26.04.1959	O.S.		1.4.2014 to 1.12.2014 NA				
5.	Smt. Rajender Kaur	30.04.1959	O.S.	NA	1.4.2014 to 30.12.2014 NA				
6.	G.D. Jha	10.07.1957	O.S.	NA	1.4.2014 to 15.12.2014 NA		22.10.2016 to 31.03.2017 NA		
7.	K.K. Prasad	22.10.1958	O.S.			NA	1.4.16 to 12.05.2016 NA		