

I-20/20/2023-IEDS  
Government of India  
Office of the Development Commissioner (MSME)  
Ministry of Micro, Small & Medium Enterprises  
IEDS Cell

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Nirman Bhawan, New Delhi  
Dated: 15<sup>th</sup> Dec, 2023

OFFICE MEMORANDUM

Subject: Timely completion of APARs of the IEDS Cadre Officers on the SPARROW portal for the AY 2022-23 - reg.

The undersigned is directed to refer to the DoP&T OM No. 21011/02/2009-Estt.A dated 16.02.2009 and the emails on the above mentioned subject and to state that APARs for the period 2022-23 are still pending at different level:

- a. at the level of Officers Reported Upon (ORU): due to non-submission of self-appraisals within the due dates/ non submission of disclosure; **(Annexure -I)** or
- b. at the level of Reporting Officers: due to non-reporting / non-initiation of APARs within due dates; **(Annexure-II)** or
- c. at the level of Reviewing Officers: due to non-reviewing / non-initiation of APARs within due dates. **(Annexure-III)**


2. Keeping in view of the above and to avoid further delay, the APAR for the assessment year 2022-23 should be completed as per the timeline mentioned below:

Self Appraiser	Reporting	Reviewing	Disclosure	Receipt of any representation
31.12. 2023	31.01.2024	29.02.2024	15.03.2024	20.03.2024

3. If the officer is not completing their part of APAR within the timeline as specified in the above para-2, the Primary Custodian shall force forward to next level and no more extension will be allowed.

4. The concerned officers/officials are therefore requested for timely submission the APARs.

This issue with the approval of competent authority.

  
(Shimla Meena) 15/12  
Assistant Director

To,

1. All concerned Officers
2. SENET division with a request to upload on the website.

## ANNEXURE-I

S.No	Officer Name	Officer Designation	Pending With	Pending Received On	Work Status
1	A. Poornanadha Prab	ASSISTANT DIRECTOR	(A. Poornanadha Prabu)(ASSISTANT DIRECTOR ) APP019M64001	20230517 17-05-2023	Working
2	Ashis Kr. Biswas	INVESTIGATOR	(Ashis Kr. Biswas)(INVESTIGATOR ) AKB019M73001	20230518 18-05-2023	Working
3	Balram Meena	ASSISTANT DIRECTOR GRADE II	(Balram Meena)(ASSISTANT DIRECTOR GRADE II ) BM019M86001	20230429 29-04-2023	Working
4	B.P. Behera	ASSISTANT DIRECTOR	(B.P. Behera)(ASSISTANT DIRECTOR ) BPB019M64001	20230501 01-05-2023	Working
5	Dindayal Gajbhiye	JOINT DIRECTOR	(Dindayal Gajbhiye)(JOINT DIRECTOR ) DG019M66001	20230419 19-04-2023	Working
6	Dindayal Gajbhiye	JOINT DIRECTOR	(Dindayal Gajbhiye)(JOINT DIRECTOR ) DG019M66001	20230419 19-04-2023	Working
7	Dindayal Gajbhiye	JOINT DIRECTOR	(Dindayal Gajbhiye)(JOINT DIRECTOR ) DG019M66001	20230512 12-05-2023	NRC
8	D.K. Pandey	ASSISTANT DIRECTOR	(D.K. Pandey)(ASSISTANT DIRECTOR ) DKP09M78001	20230811 11-08-2023	Working
9	D.K.Rabha	ASSISTANT DIRECTOR	(D.K.Rabha)(ASSISTANT DIRECTOR ) DKR019M67001	20230516 16-05-2023	Working
10	D.K.Rabha	ASSISTANT DIRECTOR	(D.K.Rabha)(ASSISTANT DIRECTOR ) DKR019M67001	20230516 16-05-2023	Working
11	D.K.Rabha	ASSISTANT DIRECTOR	(D.K.Rabha)(ASSISTANT DIRECTOR ) DKR019M67001	20230529 29-05-2023	Working
12	G.S. Prakash	JOINT DIRECTOR	(G.S. Prakash)(JOINT DIRECTOR ) GSP019M67001	20230522 22-05-2023	NRC
13	G.S. Prakash	JOINT DIRECTOR	(G.S. Prakash)(JOINT DIRECTOR ) GSP019M67001	20230522 22-05-2023	NRC
14	Harpreet Singh	ASSISTANT DIRECTOR GRADE I	(Harpreet Singh)(ASSISTANT DIRECTOR GRADE I ) HS019M66001	20230501 01-05-2023	Working
15	Indrajeet Yadav	JOINT DIRECTOR	(Indrajeet Yadav)(JOINT DIRECTOR ) IY019M79001	20230421 21-04-2023	Working
16	Indrajeet Yadav	JOINT DIRECTOR	(Indrajeet Yadav)(JOINT DIRECTOR ) IY019M79001	20230522 22-05-2023	NRC
17	JOYDEV PAL	ASSISTANT DIRECTOR GRADE I	(JOYDEV PAL)(ASSISTANT DIRECTOR GRADE I ) JPO19M64001	20230517 17-05-2023	NRC