



दिल्ली विकास प्राधिकरण
Delhi Development Authority
गोपनीय शाखा
Confidential Branch

PERS/CR/0003/2023/F1/-CR / 239

Date : 12/04/2023

Office Order

It has come to notice that a number of officers/officials in DDA have filled their APARs for the post of additional charge(s) assigned to them under FR 49(i) instead of the Substantive post they hold. In this regard, it has been decided that:

- a. Those officers/officials in DDA having additional charge under FR 49(i) shall fill/submit their APARs only for the Substantive post they hold. They may mention the work & duties of additional charge in their Self-appraisal while submitting the APAR.
- b. APARs of those officers/officials in DDA who have already filled their APAR for the post of Additional charge assigned to them under FR 49(i) and not for the Substantive post they hold will be considered for their substantive and not for Additional Charge assigned under FR 49(1) for all future purposes.
- c. All the officers/officials having additional charge under FR 49(i) will get updated their designation in PMIS so that their substantive post and additional charge both can be reflected while filling/submitting their APARs.


12/4/23

(Vineet Jain)
Commissioner (Pers.)

92

Copy to :

1. OSD to VC for kind information of VC please.
2. PS to EM/FM/PC (Pers.)/PC (H)/PC (LM/LD) for kind information of the latter.
3. All HODs with the request to ensure vide circulation of the aforesaid instructions in the offices under their control for due compliance.
4. Dy. Director (Systems) for uploading the circular on DDA's website under the Employee Corner Section for information please.
5. Asstt. Director (PMIS) for uploading the circular on DDA's website under the Circular Tab and on APAR Tab for information please.


12/4/23
Dy. Director (CR)