



दिल्ली विकास प्राधिकरण
Delhi Development Authority
गोपनीय शाखा

Confidential Branch

कमरा नंबर बी- 710, बी - ब्लॉक, सप्तम तल, विकास सदन, आई एन ए, नई दिल्ली -23.
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PERS/CR/0020/2024/F1/-O/o DY DIRECTOR(CR)/396

Dated:- 16/4/24

CIRCULAR


Sub: Regarding filing of Annual Performance Assessment Report (APAR) in Online Mode for the Year 2023-24

In continuation to the Circular No. PERS/CR/0020/2024/F1/-O/o DY DIRECTOR(CR)/336 dt. 01.04.2024 on the subject cited above:

1. The last date to forward the APAR data by Reporting Officers of employees worked/working under them during the period 2023-24 to the CR Cell is hereby extended to 22nd April 2024.
2. It is joint responsibility of the officer/official reported upon as well as Reporting officer that data of employees for the period 2023-24 is to be sent to CR Cell by 22nd April 2024. Failure to comply with the revised timeline may have an adverse impact on the concerned officer/official.
3. In case, any Officer/Official faces any difficulty in filing/forwarding the APAR, he/she is advised to contact CR Cell, 7th floor, B-Block, Vikas Sadan, INA, New Delhi-110023 with their data of APAR for the period 2023-24, so that their APAR can be generated by CR Cell.

Rest of the guidelines for generating and filling the APARs online will remain the same as per the Circular No PERS/CR/0020/2024/F1/-O/o DY DIRECTOR(CR)/336 dt. 01.04.2024

This issues with the approval of Commissioner(P)


(Rohit Mathur)
Dy. Director (CR)

All HODs, DDA

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. PS to Commissioner (Pers.) for kind information of the latter.
4. Director (P)-I & II for information please.
5. Dy. Director (Systems) for uploading the circular on DDA's website under the Employee Corner Section for information please.
6. Asstt. Director (PMIS) for uploading the circular on DDA's website under the Circular Tab and on APAR Tab for information please.


(Rohit Mathur)
Dy. Director (CR)

