

North Block, New Delhi
27th March, 2020

OFFICE MEMORANDUM

Subject: Extension of time lines for submission of Annual Performance Assessment Report (APAR) in respect of Group 'A' officers of Central Civil Services for the year 2019-20.

The undersigned is directed to say that this Department *vide* OM dated No. 21011/01/2009-Estt. (A) (Pt.II) dated 23.07.2009 as prescribed time schedule for recording and completion of APAR.

2. In the light of situation arising out of spread of Novel Coronavirus (COVID-19), it has been decided with the approval of competent authority to revise the time schedule for some of the activities relating to recording of APAR. Accordingly, in partial modification in OM dated 23.07.2009 referred in para 1 above, the revised time lines in respect of APAR for the year 2019-20 shall be as indicated in the table given under:

Activity	Date by which to be completed	
	Existing	Revised
Distribution of blank APAR forms to all concerned (i.e. to officers reported upon where self-appraisal has to be given and to reporting officers where self-appraisal is not to be given)	31 st March	31 st May (This may be completed even a week earlier)
Submission of self-appraisal to reporting officer by officer to be reported upon (where applicable)	15 th April	30 th June

3. For the remaining activities in the schedule at Annexure-III to OM dated 23.07.2009, separate orders will be issued in due course of time.

G. Jayanthi
(G. Jayanthi)
Joint Secretary

All Ministries/ Departments/ Cadre Controlling authorities of the Govt. of India

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