

No. A-28012/04/2016-CLS-I(Pt.)

Government of India
Ministry of Labour & EmploymentShram Shakti Bhawan, Rafi Marg
New Delhi, dated the 9th February'2022**OFFICE MEMORANDUM**

Subject:- Closure of APARs for the years 2018-19 & 2019-20 of the CLS officers on the SPARROW Portal - reg.

The undersigned is directed to refer to OMs of even No. dated 28.03.2019 & 20.11.2020 and subsequent numerous reminders/memos issued from time to time regarding completion of APARs for the year 2018-19 & 2019-20 and to state that timelines for closing/completion of APAR for the said periods have already been elapsed.

2. Ministry has reminded several times through OMs, emails & memos for completion of APARs for the years 2018-19 & 2019-20. Ministry has made all the efforts possible to sensitize the officers regarding their pending APARs, despite that APARs are still pending in respect of some of the officers at various stages viz., with the Officers Reported upon, Reporting Authority & Reviewing Authority. Considering this, O/o CLC(C), DGLW & OFB are hereby requested to close/complete the APARs-2018-19 & 2019-20 of the CLS officers **by 18.02.2022 without fail**. It is to ensure that No Report/Review Certificate, wherever applicable should be attached/uploaded on the SPARROW Portal along with disclosure certificate while closing the APARs for the years 2018-19 & 2019-20. Further Show Cause notice may be issued to defaulting Reporting/Reviewing officers who have not recorded their comments, on the APARs of the CLS officers worked under them, for not having performed the public duty of writing of APARs within the due date.

3. CLS officers, posted in IHQ(Army), IHQ(Navy), DRDO, DGQA etc. & whose APARs are pending for the years 2018-19 & 2019-20, are directed to submit their APAR(completed in all respect & in physical format) to the Ministry **by 18.02.2022 without fail** for manually uploading the same on the SPARROW Portal.



(Satish Chander)

Under Secretary to the Government of India

To

1. All the officers concerned
2. The DGLW, Jaisalmer House, New Delhi.
3. The CLC(C), New Delhi
4. Director General of Works, CPWD, Nirman Bhavan, New Delhi.

5. Defence Public Sector Undertakings (Erstwhile Ordnance Factory Board)
6. Labour Welfare Commissioner (Central), Director General Quality Assurance, 'G' Block, Ministry of Defence, New Delhi-110011.
7. Labour Welfare Commissioner (Central), Naval Headquarters, Ministry of Defence, 'A' Block, New Delhi-110011.
8. Labour Welfare Commissioner (Central), MGO's Branch, Ministry of Defence (Army), Wing-IIInd, Block-3, Ist Floor, R.K. Puram, New Delhi.
9. Labour Welfare Commissioner (Central), Defence Research Development Organisation, DRDO Bhavan, New Delhi-110011.
10. Ministry of Health & Family Welfare, (Central Hospitals), Nirman Bhavan, New Delhi.
11. Directorate of Printing, Ministry of Urban Development, Nirman Bhavan, New Delhi.
12. Director, NIC with the request to upload this OM on Ministry's Website.
