

F.No. A-31011/02/2023-CLS-I
Government of India
Ministry of Labour & Employment

Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 16th October, 2023

OFFICE MEMORANDUM

Subject: Pending APARs of JTS Officers of CLS who are under consideration for promotion to STS grade in Level 11 of the Pay Matrix (Rs. 67,700-2,08,700/-) – reg.

The undersigned is directed to refer to this Ministry's OM of even No. dated 21.06.2023 and reminders dated 09.08.2023 & 25.08.2023 vide which the concerned organizations of JTS grade officers of CLS, who are under consideration for promotion to STS grade, were requested to forward the pending APARs for the deficient period to this Ministry latest by 08.09.2023. However, APARs of the following JTS officers of CLS are still pending in the Ministry:

Sl. No.	Name of the officer (Shri/ Smt./ Ms.)	Designation & present place of posting	Pending ACR/ APAR period	Post & Organization where posted during the said period
1.	P.L. Meena Retired on 30.11.2022	ALWC(C), OD, Alipore	2019-20 (01.04.2019 – 14.05.2019) 15.05.2019 – 31.03.2020 (No Review Certificate)	ALWC(C), OD, Alipore
2.	Jugraj Singh Retired on 28.02.2023	ALWC(C), CQA(W), Jabalpur	2019-20 (30.07.2019 – 31.03.2020)	ALWC(C), OEF, Kanpur
3.	Kishore Digambar Patil Retired on 31.07.2022	ALWC(C), SQA(E), Kirkee, Pune	2016-17 (01.04.2016 – 14.06.2016)	LEO(C), Chandrapur
4.	D.S. Jadhav Retired on 31.01.2022	ALWC(C), COD, Dehu Road, Pune	2016-17 (01.04.2016 - 10.06.2016)	LEO (C), Sholapur
5.	Sachin J Shelar	ALWC(C), NAD, Karanja, Mumbai	2016-17 (01.04.2016 – 13.06.2016)	LEO(C), Pune

2. The concerned Departments/ Organizations are once again requested to forward the APARs (in original) for the deficient period, completed in all respect (including Disclosure Certificate), in

respect of the above mentioned CLS Officers to this Ministry **latest by 25.10.2023** as the DPC for promotion from JTS to STS grade is to be held very soon.

3. As per DoP&T's extant rules, the timeline for completion of APARs upto 2019-20 has already been elapsed on 31.12.2020. Therefore, '*No Report Certificate*' wherever required and applicable as per the extant rules may be issued and submitted to the Ministry (in original) within the aforesaid time line.

4. It is further informed that many of the establishments/ offices have sent the photocopies of the APAR/ NIC/ NRCs without certifying the same. The concerned establishments/ offices are therefore requested to kindly send the original APAR/ NIC/ NRC, as the case may be; and if a photocopy is available, the concerned establishment/ office may send a certified copy of the same to the Ministry.

5. The concerned officers are also requested to follow up the matter with their establishment/ office to ensure that their pending APARs/NRC for the said period be sent to the Ministry within the stipulated time.

6. It is further informed that in case the APAR of a candidate is not received in the Ministry by 25.10.2023; it would not be possible to give them extended timelines for submitting the APAR(s) and name of such candidates will be listed in the zone of consideration and placed before DPC with the remarks "Incomplete APARs".



(Dhananjay Sharma)

Under Secretary to the Govt. of India

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To,

- 1) O/o CLC(C), Shramev Jayate Bhawan, G4 Sector-10, Dwarka, New Delhi
- 2) LWC(C), Integrated Headquarters of Ministry of Defence (Army), R K Puram, New Delhi
- 3) Deputy Director, Directorate of Ordnance (Coordination & Services), Defence Office Complex, K G Marg, New Delhi
- 4) Concerned Officers
- 5) NIC – for uploading on Ministry's website