

F.No. A-31011/03/2023-CLS-I  
Government of India  
Ministry of Labour & Employment  
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Shram Shakti Bhawan, Rafi Marg  
New Delhi, dated 24<sup>th</sup> August, 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 09.08.2023 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 20.08.2023. However, APARs for the periods mentioned against each of the JTS officers of CLS, whose names are mentioned in the enclosed list, are still pending in the Ministry.

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 CLS Officers (mentioned in the list) to this Ministry **latest by 08.09.2023** 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.

Enclosure: As above



(Dhananjay Sharma)

Under Secretary to the Govt. of India

Tele: 011-23711582

To,

1) O/o CLC(C), Shramev Jayate Bhawan, G4 Sector-10, Dwarka, New Delhi

- 2) O/o DGLW, MoLE, Jaisalmer House, New Delhi
- 3) LWC(C), Integrated Headquarters of Ministry of Defence (Army), R K Puram, New Delhi
- 4) Deputy Director, Directorate of Ordnance (Coordination & Services), Defence Office Complex, K G Marg, New Delhi
- 5) Concerned Officers
- 6) NIC – for uploading on Ministry's website

**List of JTS officers, under zone of consideration for promotion  
to STS grade, whose APARs are pending**

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	ALWC(C), OD, Alipore  (Retired on 30.11.2022)	2018-19 (01.01.2019-31.03.2019)  2019-20 (01.04.2019 – 14.05.2019) (15.05.2019 – 31.03.2020: No Review Certificate)	ALWC(C), 506 ABW, Jabalpur  ALWC(C), OD, Alipore
2.	Jugraj Singh	ALWC(C), CQA(W), Jabalpur  (Retired on 28.02.2023)	2015-16 (01.04.2016 – 20.05.2016)  2019-20 (30.07.2019 – 31.03.2020)	ALC(C), Jabalpur  ALWC(C), OEF, Kanpur
3.	Vinay Kumar Jaiswal	ALC(C), Nagpur	2019-20	AWC(C), Raipur
4.	Bijan Chand Kashyap	ALC(C), Hazaribagh	2016-17 (01.04.2016 – 20.06.2016)	LEO(C), Dibrugarh
5.	Kishore Digambar Patil	ALWC(C), SQA(E), Kirkee, Pune (Retired on 31.07.2022)	2016-17 (01.04.2016 – 14.06.2016)	LEO(C), Chandrapur
6.	D.S. Jadhav	ALWC(C), COD, Dehu Road, Pune  (Retired on 31.01.2022)	2016-17 (01.04.2016 - 08.06.2016)  2016-17 (09.06.2016 – 31.03.2017)  2017-18	LEO (C), Sholapur  ALC(C), Cochin
7.	Dipali Choudhury	ALWC(C), 507 ABW, Kakinada, Parganas (WB)	2015-16 2016-17 (01.04.2016 – 09.06.2016)	WA(C), O/o LWO, Kolkata
8.	Sachin J Shelar	ALWC(C), NAD, Karanja, Mumbai	2016-17 (01.04.2016 – 13.06.2016)	LEO(C), Pune
9.	P Laxman	ALWC(C), DMRL, Hyderabad	2015-16 2016-17 (01.04.2016 – 08.06.2016)	LEO(C), Port Blair

		(Retired on 30.09.2022)	2016-17 (09.06.2016 – 31.03.2017)	ALC(C), Hyderabad
			2017-18	
			2018-19	
10.	Parag Santosh Daoo	ALWC(C), NSD, Mumbai	2015-16	LEO(C), Bhopal
11.	Raghvendra Kumar Kuraria	ALC(C), Dhanbad	2016-17 (01.04.2016 – 10.06.2016)	WA(C), O/o LWO, Jabalpur
			2017-18	ALWC(C), OF, Khamaria