

No. 21011/04/2023-Estt.(A.II)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

North Block, New Delhi – 110001  
Dated 30<sup>th</sup> August, 2024

**OFFICE MEMORANDUM**

**Subject: Extension of timelines for recording of APARs for the year 2023-24 in respect of Central Civil Services – reg.**

The undersigned is directed to refer to this Department's OM No. 21011/1/2005-Estt.(A)(Pt.II) dated 23.07.2009 and OM No. 21011/04/2023-Estt.(A.II) dated 15.04.2024 & 28.05.2024 regarding timelines for recording of APARs and extension of timelines for submission of self-appraisal, respectively.

2. It has been reported that difficulties are being faced by various officers in sticking to the timelines given in the OMs referred to above.

3. Accordingly, the matter has been re-considered in this Department and it has been decided, with the approval of the competent authority, to extend the existing timelines relating to APAR for the year 2023-24, in relaxation of OM No. 21011/1/2005-Estt.(A)(Pt.II) dated 23.07.2009 and OM No. 21011/04/2023-Estt. (A.II) dated 15.04.2024 & 28.05.2024, as follows:

S.No.	Activity	Cut off dates	
		Existing	Revised
(1)	Submission of report by Reporting Officer to Reviewing Officer	31 <sup>st</sup> August	15 <sup>th</sup> October
(2)	Report to be completed by Reviewing Officer and to be sent to Administration or CR Section / Cell or accepting authority, wherever provided	31 <sup>st</sup> October	15 <sup>th</sup> December

All other timelines remains the same.

4. The aforesaid relaxation is accorded as a one-time measure only.

  
(Vimal)

Deputy Secretary to the Government of India

All Ministries / Departments / Cadre Controlling Authorities of the Government of India.

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1. AIS Division, DoPT, North Block, New Delhi.
2. NIC, for uploading on DoPT website.