

रक्षा लेखा महानियंत्रक
Controller General of Defence Accounts
उलन बटार मार्ग, पालम, दिल्ली छावनी-110010
Ulan Batar Road, Palam, Delhi Cantt 110010

No. AN/XIII/13006/Vol-XXII

Dated 05.04.2018

To

All PCsDA/CsDA

(Through Website)

Sub: Annual Performance Assessment Report (APAR)-Inclusion of columns for safeguarding the interest of officers/persons belonging to Scheduled Caste and/or Scheduled Tribe-reg.

A copy of DOP&T OM No. 21011/08/2017-Estt. (A-II) dated 28.02.2018, on the above subject is forwarded herewith for information, guidance, compliance and notice of all concerned.

Please acknowledge receipt.


(Kavita Garg)
Sr. Dy. CGDA (AN)

Copy to:-

1. IT&S Wing
CGDA

For uploading of the same on
website

2. Admin-I
3. Admin-II

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For information and necessary
action


(Kavita Garg)
Sr.Dy.CGDA (AN)

107

No.21011/08/2017-Estt.(A-II)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi-110001
Dated 28th February, 2018


OFFICE MEMORANDUM

Subject: Annual Performance Assessment Report (APAR) – Inclusion of columns for safeguarding the interest of officers/persons belonging to Scheduled Caste and/or Scheduled Tribe - reg.

The undersigned is directed to invite a reference to MHA, Department of Personnel and Administrative Reforms OM No. 21011/3/79-Estt(A) dated 25.07.1979 and OM No. 21011/2/83-Estt.(A) dated 08.04.1983 providing for columns in Part I, Part III and Part IV of the Annual Confidential Report (ACR) form to safeguard the interests of officers belonging to Schedules Castes and/or Scheduled Tribes (copies enclosed for reference).

2. The National Commission for Scheduled Tribes in its meeting with the Secretary and other officers of DoPT has directed that the existing instructions need to be reiterated and the report needs to specifically address the concern of the Commission regarding attitude of the officers reported upon towards the members of Scheduled Tribes.

3. All Ministries/Departments and Cadre Controlling Authorities are requested to ensure that the instructions contained therein are followed meticulously in letter and spirit.


(Sanjiv Kumar)
28.2.18


Deputy Secretary to the Govt. of India

To
All Ministries and Departments of Government of India.

Copy to:

1. Secretary General/Registrar General, Supreme Court of India.
2. The Lok Sabha Secretariat
3. The Rajya Sabha Secretariat
4. NITI Aayog.
5. All attached offices under the Ministry of Personnel, Public Grievances and Pensions.
6. Comptroller and Auditor General of India, New Delhi.
7. Controller General of Accounts/Controller of Accounts, Ministry of Finance.
8. The Chairman, National Commission for Scheduled Tribes (HQ), 6th Floor, B-Wing, Loknaya Bhavan, Khan Market, New Delhi-110003
9. E.O. Division, DoPT, North Block, New Delhi.
10. Director, NIC, DoP&T for uploading on the website of this Department under OM & Orders-Establishment-ACR.
11. Hindi Section for Hindi version of the O.M.

552/c/118
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To
All Ministries and Departments of Government of India.

Copy to:

Office of Adcl. FA & JS
Dy. No. 1262
Date: 2/3

Sanjiv

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No. 21011/3/79-Estt(A)
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya
Department of Personnel and Administrative Reforms
(Tarmik Aur Prashasnik Sudhar Vit Nag).

New Delhi-110001 dt. 2 July, 1979

OFFICE MEMORANDUM

Subject:- Proforma of Confidential Report - Amendment of

The undersigned is directed to refer to this Department Office Memorandum No. 21011/1/77-Estt(A) dated the 4th March, 1978, with which the model forms of Confidential Reports for different categories of Government employees were circulated and to say that the following modifications may be made in the model forms:

- i) In part I of the form relating to personal data, the following column may be added:
"Whether the officer belongs to Scheduled Caste or Scheduled Tribe".
- ii) In Part IV of the form for the grades of Lower Division Clerk/Upper Division Clerk/Assistant, relating to "remarks by the reviewing officer", the following column may be added:

"If the officer reported upon is a member of a Scheduled Caste/Scheduled Tribe, please indicate specifically whether the attitude of the reporting officer in assessing the performance of the Scheduled Caste/Scheduled Tribe officer has been fair and just."

(R.C. GUPTA)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA

To
All Ministries and Departments of the Government of India with usual number of spare copies.

No. 21011/3/79-Estt(A) New Delhi-110001 dt. 2 July, 1979

Copy with usual number of spare copies to:-

Comptroller and Auditor General of India, with 200 spare copies.

Central Vigilance Commission with 25 spare copies.

Union Public Service Commission with 25 spare copies.

Commissioner for Linguistic Minorities, Allahabad.

Commissioner for Scheduled Castes and Scheduled Tribes,
West Block No. 1, 1st Floor, Wing No. 7 R.I. Puram,

New Delhi, dated the 17th February, 99

OFFICE MEMORANDUM

Sub: Annual Confidential Report Formats.

The undersigned is directed to say that Confidential Report formats of Central Services Group 'A' officers and other Group 'A' officers, including CHS officers, have a column in Part I to indicate whether they belong to SC / ST community. A suggestion was made that this column should be deleted from the CR formats as it operated to the disadvantage of SC / ST officers.


2. This suggestion was examined in consultation with the National Commission for Scheduled Castes & Scheduled Tribes. The Commission agreed to the deletion of the column in Part I of CR formats of Group 'A' officers meant to indicate whether they belong to SC / ST community.

3. It has, therefore, been decided to delete the said column in CR formats of Group 'A' officers with effect from the next reporting year.

4. CR formats prescribed by this Department vide OM No. 12/2/84-EP dated 18.12.86 inter alia for the post of Under Secretary, Deputy Secretary / Director in the Central Secretariat would stand modified accordingly.

5. All the Cadre Controlling Authorities are requested to delete the said column in CR formats of Central Services Group 'A' officers and other Group 'A' officers, including CHS officers.

6. Hindi version will follow.


(Smt. S. Bandopadhyay)
Director
Tel.No. 301 5589

To

1. All Ministries / Departments, as per standard list.
2. The National Commission for Scheduled Castes / Scheduled Tribes, Floor V, Loknayak Bhawan, New Delhi (Shri Surinder Singh, Director), with reference to their letter No.4/49/98-SSW-II dated 28th January, 1999
3. All Officers / Sections of DOPT.
4. 200 spare copies.