

Tele : 23016657

B/50013/430(i)/MIS (Civ)


02 Jun 2020

**ENGINEER-IN-CHIEF'S BRANCH**  
**MIS (CIV)**

**EXTENSION OF TIME LINES FOR SUBMISSION OF eAPAR IN**  
**RESPECT OF MES CGO'S FOR THE YEAR 2019-20**

1. This Sub Dte letter No B/50013/430(i)/MIS(Civ) dated 02 Jun 2020 is enclosed herewith in original.
2. You are requested that the contents of this letter be made available on the MES website at the link [www.mes.gov.in](http://www.mes.gov.in).



  
(Karam Chand)  
Dy Dir  
Offg Dir MIS (Civ)

**Auto Cell** - for uploading on MES website with Open Domain.

**Copy to :-**

**DDG(Trg)** - for info please.

**REGD SDS/POST**

Tele: 23016657

IHQ of MoD (Army)/Room No 127  
Dte of Coord & Pers/MIS (Civ)  
E-in-C's Branch, Kashmir House  
Rajaji Marg, New Delhi – 110011

B/50013/430(i)/MIS (Civ)

02 Jun 2020

Chief Engineers


HQ Southern Command  
HQ Eastern Command  
HQ Western Command  
HQ Central Command  
HQ Northern Command  
HQ South Western Command  
ADG (Projects)  
ADG (North)  
ADG (NEI)

**EXTENSION OF TIME LINES FOR SUBMISSION OF eAPAR IN  
RESPECT OF MES CGO'S FOR THE YEAR 2019-20**

1. Further to this office letter No B/50013/430(i)/MIS(Civ) dated 30 Mar 2020.
2. Do(P&T) vide OM No 22/2/2020-CS-I(APAR) dated 22 May 2020 has confirmed that extension of timelines issued vide their OM No 21011/02/2015-Estt (A)(Pt-II) dated 30 Mar 2020 are final and all PAR's for the year 2019-20 must follow the revised timelines. The revised timelines are as per Appx 'A' to this letter.
3. Also, DoP&T vide OM No 21011/02/2015-Est(A)-Part II dated 22 May 2020 has extended the time line for Annual Medical Examination for Group 'A' Officers upto 31 Dec 2020. Apropos, Summary of Medical Report may be fwd on or before 31 Dec 2020. Officers should upload an undertaking at the column for Summary of Medical Report in Part-II of eAPAR form as per the format enclosed at Appx 'B' to this letter.
4. For your information and necessary action please.

Encls : (02 Sheets)



  
(Karam Chand)  
Dy Dir  
Offg Dir MIS (Civ)  
for E-in-C

**Copy to:-**

HQ DGBR, Delhi Cantt – 10, HQ CE R&D Delhi, Dir (CW & E), R&D Org 'A' Wing, DRDO Bhawan, New Delhi -11, CME Pune – 411 031, DGNP Mumbai, DGNP Visakhapatnam.

**Internal:-**

E-in-C's Sectt, DGW Sectt, DG MAP Sectt, DG (Pers) Sectt, ADGE (Pers) Sectt, ADG ESP Sectt, ADG TE Sectt.

**Appx'A'**(Ref E-in-C's Br letter No B/50013/  
430(i)/MIS(Civ) dated 02 Jun 2020)**TIME SCHEDULE FOR RECORDING AND COMPLETION OF APAR  
FOR THE YEAR 2019-2020 FOR MES CGO's**

Ser No	Activity	Date by which activity to be completed
(1)	(2)	(3)
1.	Distribution of blank forms	31 <sup>st</sup> May 2020 (May be completed even a week earlier)
2.	Submission of Self – appraisal to reporting officer	30 <sup>th</sup> June 2020
3.	Forwarding of report by reporting officer to reviewing officer	31 <sup>st</sup> July 2020
4.	Forwarding of report by reviewing officer to APAR cell/ Accepting Authority (wherever provided)	31 <sup>st</sup> August 2020
5.	Appraisal by Accepting Authority, wherever provided	30 <sup>th</sup> September 2020
6.	(a) Disclosure of APAR to the officer reported upon where there is no accepting authority	10 <sup>th</sup> September 2020
	(b) Disclosure of APAR to the officer reported upon where there is accepting authority	10 <sup>th</sup> October 2020
7.	Receipt of representation, if any, on APAR	15 days from the date of disclosure
8.	Forwarding of representation to the competent authority	
	(a) Where there is no accepting authority for APAR	30 <sup>th</sup> September 2020
	(b) Where there is accepting authority for APAR	31 <sup>st</sup> October 2020
9.	Disposal of representation by the competent authority	Within one month of the date of receipt of representation by the competent authority
10.	Communication of the decision of the competent authority on the representation by the APAR cell	Within 15 days of finalization of decision by competent authority
11	End of entire APAR process, after which APAR will be finally taken on record	31 <sup>st</sup> Dec 2020



**Appx'B'**

(Ref E-in-C's Br letter No B/50013/  
430(i)/MIS(Civ) dated 02 Jun 2020)

**UNDERTAKING FOR SUMMARY OF MEDICAL REPORT**

It is submitted that I MES- \_\_\_\_\_ Name \_\_\_\_\_ Desig \_\_\_\_\_  
will submit my Medical Fitness Certificate by 31 Dec or before the closure of the APAR for  
the year 2019-2020 whichever is early. If I failed to do so, my APAR for the above  
mentioned duration will not be considered as closed and I will be responsible for the delay.

Station :

Signature of Ratee

Dated :



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