

**Eastern Railway**  
**(Personnel Department)**  
17 N. S. Road, Kolkata - 700 001

Serial Circular No.66/2023

No. E.246/0/1/Pt.IV

Kolkata, Dated: /05/2023

**All Concerned**


(as per standard list)

**Sub: Introduction of provisions for writing of APAR of Railway  
Employees working in Grade Pay Rs. 1800/Level-1 -  
Clarification.**

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A copy of Ministry of Railways (Railway Board) letter no. E(NG)I-2023/CR/1, dated 26/04/2023 (RBE No. 63/2023) is circulated herewith for information and further necessary action. Board's earlier letter dated 23/03/2023 (RBE No.45/2023) mentioned therein was circulated under this office serial no.47/2023.

DA: As above.

  
(S.K. Chattopadhyay)  
Sr. Personnel Officer/HQ  
For Pr. Chief Personnel Officer  
Phone No. 24122 (Rly.)

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**Index No. 1021:** Revised instructions for writing APAR of staff working in Level-1/GP Rs.1800, will be effective from the year 2022-23.

भारत सरकार/GOVERNMENT OF INDIA  
रेल मंत्रालय/MINISTRY OF RAILWAYS  
(रेलवे बोर्ड/RAILWAY BOARD)

No. E(NG)I-2023/CR/1

New Delhi, dated 26.04.2023

The General Manager (P),  
All Zonal Railways and PUs etc,  
(As per standard list).

**Sub: Introduction of provisions for writing of APAR of Railway Employees working in Grade Pay ₹1800/Level-1-Clarification.**  
**Ref: Board's letter of even number dated 23.03.2023 (RBE No.45/2023).**

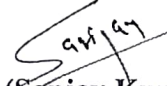
Attention is invited to instruction contained in Board's letter of even No. dated 23.03.2023 wherein it is provided that the grading of B4 i.e. Overall Performance in the APAR proforma for Level-1 employee may be taken for assessment purposes, where they are considered for promotion along with employees of higher pay levels. The field B5 has therefore been done away with. The revised APAR proforma amended accordingly, was also circulated.

2. It is clarified that the instructions contained in Board's letter dated 23.3.2023 ibid will be effective from the year 2022-23.

The Hindi version will follow

Please acknowledge receipt.

Encl: Nil.

  
(Sanjay Kumar)  
Deputy Director Estt.(N)  
Railway Board  
Tele No. 23303658  
26/4/23