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

Serial Circular No. 79/2018

No. E.246/0/1/Pt.IV **Kolkata, Dated: 02/05/2018**

All Concerned
(as per standard list)

Sub: Consideration of time-barred representation against entries in the APAR etc.

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Following instructions of Ministry of Railways (Railway Board) issued vide their letter No. 2018/SCC/03/10 dated 23/04/2018 on the above subject are communicated herewith for information and guidance. DoP&T's instructions on the subject were circulated under this office serial Nos. 53/2010 and 126/2010

02/5/18

(U. Lahiri)
Dy. Chief Personnel Officer/R
For Pr. Chief Personnel Officer
02/5/18 Phone no.: 24103

Copy of Railway Board's letter No. letter No. 2018/SCC/03/10 dated 23/04/2018 addressed to the GM/All Zonal Railways & PUs.

Sub: Consideration of time-barred representation against entries in the APAR etc.

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As per instructions of DoP&T, from the reporting year 2008-09 onwards, representations against entries and the final grading in the APAR, if any, are to be submitted by the officers concerned within a period of 15 days from the date of receipt of the entries in the APAR. However, at times, officers submit representations very late. As regards consideration of such time-barred representations, DoP&T has advised as under:-

".....it may be judicious if the Competent Authority may be allowed to extend time if it may be held by reasons recorded in writing that the officer was prevented to do so (make representation) within the time by 'reasonable cause'."

2. Railways/PUs etc. may please keep the above in view while dealing with time-barred representations against APARs.

Sd/-(SC Krishna)
Under Secretary (Confidential)

Index No. 1021: Dealing with time-barred representations against APARs – Clarification.