

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

Serial Circular No. 223/2018

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

Kolkata, Dated: 06/12/2018

All Concerned
(as per standard list)

Sub: APAR of Non-Gazetted (NG) staff in Level 6 (GP-4200).

The instructions on the subject issued by Ministry of Railways (Railway Board) vide their letter No. 2018/Trans.Cell/S&T/APAR dated 04/12/2018 are communicated herewith, for information and compliance. Board's earlier instructions contained in letters dated 14/09/76 and 20/03/1982 were circulated under this office letter No. E.246/O/1/Pt.I dated 07/11/1984.

DA: As above.


(Anjan Ray)
Dy. Chief Personnel Officer/Gaz.
For Pr. Chief Personnel Officer
Phone No.:24104 (Rly.)

 06/12/18

Index No. 1021: Revised procedure for writing APAR (Section-I & Section-II) of non-gazetted staff in Level-6 (GP-4200).

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD**

No. 2018/Trans.Cell/S&T/APAR

Date: 04.12.2018

The General Manager, All Indian Railways/PUs, NF(Con), CORE
The DG/RDSO/Lucknow, DG/NAIR/Vadodara
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela, CAO/IROAF

Sub: APAR of Non-Gazetted (NG) staff in Level 6 (GP- 4200).

- Ref:** 1. Railway Board's letter no. E(NG) II-75CR/9 dated 14.09.1976.
2. Railway Board's letter no. E(NG)I-82-CR/1 dated 20.03.1982.
3. Master Circular no. 28 (E(NG)I/90/CR/4 dated 17.06.91).
4. DRM/Solapur's letter no. SUR/Con/50/APAR/Instr/18 dated 25.09.2018.

With reference to DRM/Solapur's letter at (4) and Board's letter at (1, 2 & 3) above, and in consultation with Establishment Directorate, Board (CRB) have approved the following:

1. The APAR of Non-Gazetted (NG) staff in Level 6 (GP-4200), Section-I, shall be Reported upon by immediate superior i.e. Senior Supervisor in Level-7 (GP-4600). It shall be Reviewed by Junior Scale Officer/Senior Scale Officer or the next higher authority.
2. Section-II, for promotion to Group 'B' shall be Reported upon by Junior Scale Officer, Reviewed by Senior Scale officer & Accepted & JAG/SG/DyHoD level Officer.
3. The APAR of NG staff in Level 6 (GP-4200) shall normally be finalized at JAG/SG/DyHoD level Officer.
4. Other guidelines issued from Board shall remain unchanged and be modified as and when required.

Kindly acknowledge the receipt and ensure compliance.


04.12.18
(Umesh Balonda)
Executive Director/S&T
Transformation Cell

Copy: As per list attached.