



कार्यालय, रक्षा लेखा नियंत्रक, न.1 स्टाफ रोड, सिकंदराबाद ५००००९
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
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(Through Website only)

No. AN/I/2004/APAR CORR/VOL-XVI

Dated 27th Nov, 2020

- To,
1. The DCDA I/C, PAO (ORs) EME, Secunderabad.
 2. The ACDA I/c, PAO (ORs) AOC, Secunderabad.
 3. All Sub Offices.
 4. All GOs/SAOs/AOs/AAOs in Main Office.
 5. The AO I/c IT Section.

Sub : Completion of APARs in r/o all Group 'A' and 'B' Gazetted officers for the year ending on 31/03/2020 .

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CGDA Letter No. AN/1058/SPARROW/Vol-II dated 17.06.2020 is circulated herewith for further necessary action and compliance. As per the above Hqrs letter the finalization of APARs by the Accepting Authority has to be completed by 31st December 2020. However it has been observed that many APARs/MTPARs are yet to be received for Accepting and are pending at various stages(Self Appraisal / Reporting / Reviewing). This has been viewed seriously by the Competent Authority.

Therefore, CDA has directed that all the APARs / MTPARs of all SAOs/AOs/AAOs for the year 2019-20 must be submitted for Accepting by 02.12.2020. Hence all Officers are once again requested to expedite the process and clear the pending APARs/MTPARs in SPARROW module on or before **02.12.2020**. This circular may please be brought to the notice of all Officers for information and necessary compliance.

This may be considered **Top Priority**.

GO(AN) has seen.

M.V. Subrahmanyam
SAO(AN)