

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
LABOUR DEPARTMENT: VIGILANCE BRANCH  
5-SHAM NATH MARG, DELHI-110054.**

No. F.1/ACR/LC/Vig./2012/

Dated:-

**CIRCULAR**

All the district offices/branch incharges of this department were requested to complete the ACR/APAR for the year of 2012-13 in respect of all the staff members working under their supervision and also requested to send the same to this office by 15/05/13, vide circular of even No. dated 21/05/13(copy enclosed). But till date required ACR/APARs of maximum officers/officials, have not been received.

Non-receive of all the ACRs/APARs, Secy.-cum- Labour Commissioner has viewed it seriously.

In the absence of required ACRs/APARs, promotion /MACP cases of the officers/officials are being delayed.

All the JLCs/DLCs/Branch Incharges of this deptt. are again requested to send the completion report that they have reported/reviewed the ACRs/APARs of all the officers/officials who were working under them during the period from 01.04.12 to 31.03.13.

The required information may be submitted to this office by 31-10-13 positively, so that status report could be apprised to the Secy.-Cum-Labour Commissioner.

This issues with the prior approval of Secy.-Cum-Labour Commissioner.

**Encls:-As above**

**(BANBARI LAL)**

**Dy. Labour Commissioner (Vig.)**

No. F.1/ACR/LC/Vig./2012/ 3507

Dated 30/10/13

**Copy Forwarded for information:-**

1. Secy. (DBOCWWB), Vikas Bhawan-II, Delhi-54.
2. Addl. Labour Commissioner/JLC(HQ), Labour Department, 5 Sham Nath Marg, Delhi-54.
3. All JLCs/DLCs /Branch incharges of Labour Department, for compliance.
4. P.A. to Secy.-cum-Labour Commissioner, Labour Department, 5 Sham Nath Marg, Delhi-54.
5. System Analyst, Labour department-with the request to upload this circular on website of the Labour department.
6. Guard file.

30/10/13  
**Dy. Labour Commissioner (Vig.)**

3/c

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**LABOUR DEPARTMENT: VIGILANCE BRANCH**  
**5-SHAM NATH MARG, DELHI-110054**

No. F22(160)/Vig/LC/2013/ 888

Dated :- 21/5/2013

**CIRCULAR**

The financial year 2012-13 has come to an end w.e.f. 31.03.2013. Therefore, the work of writing of APARs/ACRs for 2012-13 has already started w.e.f. 01.04.2013.

All District Offices/Branch Incharges of this department are therefore, requested to write and send a copy of Annual Performance Appraised Reports (APAR)/Annual Confidential Report (ACR) complete in all respect of all the staff member working under them to the Vigilance Branch of this department by 15<sup>th</sup> May 2013, so that further necessary action in regard to them may be initiated at the earliest.

Detailed instructions and APAR forms can be downloaded from the website of the Services Department at <http://services.delhigovt.nic.in/>. However, in r/o Ex-Cadre officers/officials, the same may be downloaded from the website of the department.

  
21/05/13  
(P. K. RASTOGI)

Dy. Labour Commissioner (Vig.)

All Distt. Offices/Branch Incharges,  
Labour Department

No. F22(160)/Vig/LC/2013/ 888

Dated :- 21/5/2013

Copy forwarded to the following :-

1. P.A. to Secy. cum Labour Commissioner, Labour Department, 5, Sham Nath Marg, Delhi.
2. PA to Addl. LC-I & II, Labour Department, 5, Sham Nath Marg, Delhi.
3. All Officials/Officers of Labour Department through their branch incharges.
4. System Analyst, Labour Department – with the request to upload the above circular along with enclosed ACRs Performa for Ex-cadre staff, on the website of the Labour Department, Govt. of NCT of Delhi.

  
20/05/13  
Dy. Labour Commissioner (Vig.)