

GOVERNMENT OF NCT OF DELHI  
DIRECTORATE OF AUDIT  
(Administration Branch)  
4<sup>th</sup> Level, C-Wing, Delhi Sectt., New Delhi

No. F.9(7)/DOA/Estt./APAR/Min.Staff/2015/

Dated:

CIRCULAR

Sub: - Regarding initiation for completion of Annual Performance Appraisal Reports (APARs) in r/o all the Ministerial staff of this department for the year 2018-19.

Process for filling up of APARs for the year 2018-19 is due for completion. Hence, all the concerned branch in-charges are requested to circulate the same to all DASS Cadre Grade II, III, IV & Stenographer Cadre staff of this Department working under your administrative control or in diverted capacity from this department for compliance. The APAR forms are available on the website of Services Department.

Further all the Branch-in-charges are requested to ensure that the time schedule prescribed for completion of APARs (copy enclosed) be strictly complied with.

(SURENDER KUMAR)  
DY. CONTROLLER OF ACCOUNTS / HOO  
TEL. NO. 23392281

No. F.9(7)/DOA/Estt./APAR/Min.Staff/2015/ 2624-2634  
Copy forwarded for information & necessary action to: -

Dated: 23-04-19

1. Secretary to Hon'ble Minister (Tourism, Art, Culture & Languages etc.), GNCT of Delhi, 8<sup>th</sup> Level, Delhi Sectt., New Delhi.
2. OSD to Chief Secretary, O/o the Chief Secretary, GNCT of Delhi, 5<sup>th</sup> Level, 'A' Winbg, Delhi Secretariat, New Delhi.
3. Joint Secretary (Budget/Expenditure/Accounts/Infra.), Finance Deptt., Delhi Sectt., New Delhi.
4. Dy. Secretary (I/II/III/IV/V/VI), Finance Department, Delhi Secretariat, New Delhi.
5. PS to Addl. Chief Secretary (Finance), Finance Department, Delhi Secretariat, New Delhi.
6. PA to Spl. Secretary (Finance), Finance Department, Delhi Secretariat, New Delhi.
7. PA to Chairperson, Delhi Commission for Women, Vikas Bhawan, New Delhi.
8. The Section Officer, (Services I/II/III/IV Branch/ACP Cell/Coordination), Services Department, GNCT of Delhi, Delhi Secretariat, New Delhi
9. The Section Officer, Dialogue and Development Commission of Delhi, 5-Sham Nath Marg, Delhi - 54
10. All the Branch Incharges, Dte. of Audit, Delhi Secretariat, New Delhi.
11. AAO (Audit)/Nodal Officer (Website), Dte. of Audit, Delhi Secretariat, New Delhi.

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