### GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI TRANSPORT DEPARTMENT: ADMINISTRATION BRANCH 5/9 UNDER HILL ROAD: DELHI: 110 054

F.No.4(40)/Admn/TPT/2016/

83815

Dated: 18/11/19

#### **CIRCULAR**

Subject: Regarding amendment of APARs in r/o Ex-Cadre officers/officials of Transport Department.

In pursuance of Services Department, GNCT of Delhi letter no. F.No. 4(1)/2017/Misc/S-IV/081452118/4647-4649 dated 24.09.19 and Circular No. F.No. 4(1)/2017/Misc/S-IV/Supd.Cood./3910 dated 05.08.19, APARs in r/o Ex-Cadre officers/officials of Transport Department have been amended in case of Govt. employees who are aged forty years and above. According to which in the column of State of Health "Summary of Medical report to be attached" in their APARs by the Ex-Cadre officers/officials of Transport Department, mentioned as under:

State of Health (Summary of Medical Report attached).

This issues with the approval of Additional Chief Secretary (TPT).

End. A above

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(Anil Kumar)

**Administrative Officer** 

Dated: 18/11/19

Copy to:

- 1. PS to Additional Chief Secretary (TPT), Govt. of NCT of Delhi.
- 2. PA to SCOT (ops), TPT.

F.No.4(40)/Admn/TPT/2016/

- 3. PA to SCOT (Admn.), TPT.
- 4. All DCs/All Branch In charge. of Tpt Dept. for compliance (copy of APARs enclosed).
- 5. System Analyst with the request to upload these APARs in r/o of ex-cadre officers/officals on the website of the department.

6. Guard file.

(Anil Kumar)
Administrative Officer

12

#### REMARKS BY THE REVIEWING OFFICER

1.	Length of service under		
	reviewing Officer		
2.	Do you agree or disagree with the		
	assessment of the Officer given by		
	the Reporting Officer? Is there		
-	anything you wish to modify or add?		
3.	General remarks with specific		
	comments about the general remarks		
	given by the Reporting Officer and		
	remarks about the outstanding work		
	of the officer	<u>:</u>	
4.	(a) Has the Officer any special		
	characteristics and/or any		
	outstanding merits or abilities		
	which would justify his	No a Line of	
	advancement and special		
	selection for higher		
	appointment out of turn	. : <u> </u>	
	(b) Recommendations regarding		
	suitability for other spheres or		
	work. viz.	<u> </u>	
	Place:		
	Date:		

SIGNATURE OF THE REVIEWING OFFICER NAME IN BLOCK LETTERS:
DESIGNATION:
(During the period of Report)

And

# GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI TRANSPORT DEPARTMENT 5/9, UNDER HILL ROAD, DELHI-54

## ANUUAL PERFORMANCE ASSESSMENT REPORT FOR EX-CADRE OFFICERS

	t for the year/period ending	
		PART-I
		PERSONAL DATA
1.	Name of the officer	afficies are estador brond
2	Date of birth	
3.	Date of continuous appointment	Section of the second section se
	To the present grade viz,	above gallouries off high stream
4.	Present post and date of	
	appointment thereto	the extraction of the second state of the seco
5.	Period of absence from duty on lea	ave,
	training etc. during the year	and the second process of
6.	Date of filling and Annual	
	property return	ing the state of t
		DADT II
		· PART-II
	ASSESSME	• PART-II ENT BY THE REPORTING OFFICER
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SIGNATURE OF THE REPORTING OFFICER NAME IN BLOCK LETTERS:
DESIGNATION:
(During the period of Report)

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1.	Length of service under	A SECTION OF THE PROPERTY OF
	reviewing Officer	
2.	Do you agree or disagree with the	
	assessment of the Officer given by	And the second s
	the Reporting Officer? Is there	
	anything you wish to modify or add?	
3.	General remarks with specific	
	comments about the general remarks	
	given by the Reporting Officer and	
	remarks about the outstanding work	
	of the officer	A CONTRACTOR OF THE PROPERTY O
4.	(a) Has the Officer any special	The second secon
7.	characteristics and/or any	
	outstanding merits or abilities	The state of the s
	which would justify his	
	advancement and special	
	selection for higher	
	appointment out of turn	· · · · · · · · · · · · · · · · · · ·
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	(b) Recommendations regarding	Comment of the Control of the Contro
	suitability for other spheres or	
	work. viz.	And the second s
	Place:	

SIGNATURE OF THE REVIEWING OFFICER NAME IN BLOCK LETTERS:
DESIGNATION:
(During the period of Report)

And

# GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI TRANSPORT DEPARTMENT 5/9, UNDER HILL ROAD, DELHI-54

## ANNUAL PERFORMANCE ASSESSMENT REPORT FOR Ex- Cadre Officials OF TRANSPORT DEPARTMENT

REPORT OF THE PERIOD ENDING:			
			PART-A
	1.	Name of the official	CONTROL CONTRO
	2	Date of birth	
	3.	Post held (with date during the period	
		under Report)	The state of the s
	4.	Present post and date of continuous	
	and the same	appointment thereto	e <del>en en en en el desta de la company de la la company de la company de la la company de la la company de la compa</del>
	5.	Scale of pay of the post held at present	
	6.	Educational, Technical qualifications	
		of the official	
			PART-B
	1.	Nature of work	
	2.	Regularity and punctuality in attendance	
	3.	Grap of rules and regulations and	
		awareness of the problems connected	
		with the subject	
	4.	Assessment of works	and the second s
		i) Maintenance of Diary	
rijer.	1277	ii) Adequacy of inspection	
		iii) Quality of investigation/survey/scrutiny	·
		iv) Skill in writing inspection report	
		v) Suitability & fitness to deal with	Color of the first that the state of the sta
		difficult problems	The state of the s
4,		vi) Tact & resourcefulness to deal	
		with difficult problems	
		vii) Willingness to work at odd hours	
	5.	General behavior and amenability to	
		discipline	

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6.	Honesty & Integrity (if anything advance	
	has come to notice please specify this also):	
7.	State of health (Summary of Medical Report	
	to be attached, in case the Govt. employee is	
	aged 40 years and above)	
8.	Behaviour towards the public :	
9.	Observations on points of special	
	significance to be specified in relation	
	to the work on which employed :	
10.	Maintenance of secrecy in office work :	
	Has he/she been responsible for any	Annual Control of the
	outstanding work during the period	
	under report	
12.	Knowledge of Hindi	
13.	Has he reprimanded for indifferent work	
	during the period under report	
14.	General assessment of personality, character	
	and temperament :	
15.	Fitness for promotion :	
		CLONATURE OF THE STREET
		SIGNATURE OF THE REPORTING OFFICER
		NAME IN BLOCK LETTERS:
		DESIGNATION:
		DATED:

### REMAKRS OF THE REVIEWING OFFICER

The Reviewing Office should carefully consider and state whether they accept and the assessment recorded by the Reporting Officer in all respects. If the fact should be clearly state.

SIGNATURE OF THE REVIEWING OFFICER NAME IN BLOCK LETTERS:
DESIGNATION:
DATED:

AND

# GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI TRANSPORT DEPARTMENT 5/9, UNDER HILL ROAD, DELHI-54

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	2	Date of birth	A STATE OF THE STA
	3.	Post held (with date during the period	Control brings of the part of
		under Report)	
	4.	Present post and date of continuous	The second of th
		appointment thereto	
	5.	Scale of pay of the post held at present	
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		of the official	
			PART-B
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	2.	Regularity and punctuality in attendance	
	3.	Grap of rules and regulations and	
		awareness of the problems connected	
		with the subject	ACCOUNT OF THE PARTY OF THE PAR
	4.	Assessment of works	
		i) Maintenance of Diary	
	11-7-	ii) Adequacy of inspection	
		iii) Quality of investigation/survey/scrutiny	
		iv) Skill in writing inspection report	this retain the se
		v) Suitability & fitness to deal with	图17 图14 · · · · · · · · · · · · · · · · · · ·
4		difficult problems	the state of the s
		vi) Tact & resourcefulness to deal	
		with difficult problems	
		vii) Willingness to work at odd hours	
	5.	General behavior and amenability to	
		discipline	

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			SIGNATURE OF THE REPORTING OFFICER
			territoria de la composició de la compos
	15.	Fitness for promotion	
		and temperament	
	14.	General assessment of personality, character	
	de Desir	during the period under report	
	13.	Has he reprimanded for indifferent work	
	12.	Knowledge of Hindi	
	ner de	under report	
		outstanding work during the period	
	11.	Has he/she been responsible for any	
	10.	Maintenance of secrecy in office work	
		to the work on which employed	
and a	Spine South Chinesis	significance to be specified in relation	
	9.	Observations on points of special	
	8.	Behaviour towards the public	
		aged 40 years and above)	
		to be attached, in case the Govt. employee is	Managara at the control of the contr
	7.	State of health (Summary of Medical Report	
		has come to notice please specify this also)	
	6.	Honesty & Integrity (if anything advance	

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DESIGNATION:
DATED:

NAME IN BLOCK LETTERS:

**DESIGNATION:** 

DATED:

AND