

HUMAN RESOURCES DEVELOPMENT DEPARTMENT

Our Ref: HRD/APAR (2019-2020)

05.10.2020

Subject: Initiation of Annual Performance Assessment Report (APAR) of Scientific Cadre officers of BIS who have not submitted APAR, by HRD for the period 2019-20-Reg.

1. Online Submission of Annual Performance Assessment Reports (APAR) of Scientific Cadre Officers of BIS has been made active w.e.f 1st May 2020 module and time schedule was also prescribed for recording and completion of APAR.
2. In the light of situation arising out of spread of Novel Corona Virus(COVID-19), the timelines for distribution/online generation, recording and completion of APAR for the year 2019-20 for Scientific Cadre officers of BIS through the online module was further extended in line with DoPT OM No. 21011/02/2015-Est(A-II)- Part-II dated 11 June 2020 and the same was hosted on BIS Intranet vide HRD circular no. HRD/APAR (2019-2020) dated 22 June 2020.
3. List of Scientific Cadre officers of BIS(**23 nos**) for which there is no information in HRD regarding submission of their full/part APARs is enclosed as **Annex-1**.
4. The Competent Authority has accorded permission to HRD to initiate the Part-1 APAR of those Scientific Cadre officers of BIS who have forfeited their rights for submission of their APAR for the aforesaid period in view of non-submission of APARs within the timelines, in line with DoPT OM NO. 21011/02/2009-Estt.(A) dated 16th February 2009.
5. In order to enable initiation of APARs by Custodian Desk, those officers who have not initiated their APARs for the period 2019-20 are requested to provide details regarding period(s) of APAR, Reporting Officer(s), Reviewing Officer(s) and Accepting Authority(s) as per the format enclosed as **Annex-2** and forward the same to HRD **latest by 11th October 2020(FN)**.
6. The matter may kindly be treated as **Most Urgent**.

(Sd/-)
Deepak Kumar Aggarwal
Head(HRD)

Circulated to: All concerned BIS Scientific Cadre Officers through BIS Intranet

Copy to: Head, ITSD – with a request to host this circular on BIS Intranet

Encl: As above.

Annex-1

Not entered for 2019-20 cycle					
SR.NO.	Emp Number	Emp Name	Designation	Department	Status of Submission of APAR
1.	51217	AMARJIT SINGH	Sc.D	CHBO	Not submitted
2.	52159	M V S D PRASADA RAO	DDGS	DDGS	1st part hard copy received,IIInd part no information of submission
3.	52175	A M DAVID	DDGN	DDGN	no information of submission
4.	53619	PRAKASH BACHANI	Sc.F& Head	MHD	no information of submission
5.	54763	BINOD KUMAR SINHA	DDGC	DDGC	1st part hard copy received,IIInd part no information of submission
6.	55115	RAJIV KISHORE JHA	DDGL	DDG (Labs)	no information of submission
7.	55123	SANJEEV CHATURVEDI	DDG (MSC, FMC & HM)	DDG (MSC, FMC & HM)	no information of submission
8.	55310	RAM NIWAS RAI	Sc.C	GZBO	no information of submission
9.	56553	ROSY DHAWAN	Sc.F & Head	DLBO-II	no information of submission
10.	56561	N K BANSAL	Sc.F & Head	PCD	no information of submission
11.	57843	RENU GUPTA	Sc.F & Head	PRTD	1st part hard copy received,IIInd part no information of submission
12.	57932	R BHANU PRAKASH	Sc.E	BNBOL	no information of submission
13.	58084	SAMIR KUMAR SAHANA	Sc.F & Head	CHBO	no information of submission
14.	58092	AMEER UZ ZAMAN	Sc.F & Head	HYBO	no information of submission
15.	58661	U S P YADAV	Sc.F & Head	MSCD	1st part hard copy received,IIInd part no information of submission
16.	58742	ANIL KUMAR	Sc.F & Head	NITS	IIInd part recd (29/07/2019-31/12/2019), 1st part and IIIrd part no information of submission
17.	60801	INDER PAL	Chandigarh	CMD-IV(FMCS)	no information of submission
18.	61689	SATISH KUMAR	Sc.F	DDGN Sectt.	1st part hard copy received,IIInd part no information of submission
19.	63568	SUMIT KUMAR	Sc.D	MHD	no information of submission

20.	64092	ANIL KAPRI	Sc.D	FAD	no information of submission
21.	65037	SRINIVAS MOHAN SHANKAR DUVVURI	Sc.C	NGBO	no information of submission
22.	65048	SUDIPT KUMAR	Sc.C	KKBO	no information of submission
23.	65412	RONGALI TIRUMALA RAO	Sc.C	VZBO	no information of submission

Annex-2

Name of Officer	Emp. No.	Designation during the reporting period	Name of the Department During the Reporting period	*Period of Reporting	Name of the Reporting officer during the said period with designation	Name of the Reviewing Authority during the said period with designation	Name of the Accepting Authority during the said period with designation	Mention the gap period (if less than three months) under Reporting period (if any)

* Two or more independent reports can be written for the same year by different Reporting officers in the event of a change in the Reporting officer during the course of a year, provided that no reports should be written unless a Reporting Officer has atleast three months' experience on which to base his reports