

रक्षा लेखा महानियंत्रक

Controller General of Defence Accounts
उलान बटार रोड, पालम, दिल्ली छावनी-110010
Ulan Batar Road, Palam, Delhi Cantt 110010

No. AN/XIII/13128/APAR/2013-14

Dated 02.11.2015


To

All Pr. Controllers/ Controllers
(Through website)

SUB: APAR/MTPAR in respect of AOs posted in NCC Directorate.

Recently one of the Controller offices has raised the issue related to completion of APAR of SAO/AO posted in NCC Directorate (encadred post). The matter has been examined in this Hqrs office with reference to Rule position and practice being followed in various NCC Directorates. In order to maintain uniformity in APAR reporting system the following is clarified.

- a) Para 217 of Office Manual Part – I, it is to be ensured that whenever a level is missing the system is rendered into 2 tier in place of 3 tier and under no circumstances it is converted into multi-tier system.
- b) The APARs of SAO/AO posted in NCC Directorate, may be reported, reviewed and accepted by the executive authorities. However, final APAR may be routed through proforma Controller concerned.
- c) In cases where APARs have been reported and reviewed by the executive authorities, a certificate regarding two tier systems of reporting and reviewing should be endorsed by the proforma Controller concerned.


(T K Jajoria)
Sr. Dy. CGDA (Admin)

Copy to:

1. The PCDA } For information and necessary action with
(SWC) Jaipur } reference to their letter No. AN-III/108/APAR
dated 24.02.2015. Please also refer to Para
195 of Office Manual Part-I containing
guidelines regarding writing of APARs in
respect of PAs.
2. Admin-II } For information and necessary action
(Section)(Local) } with reference to their UO No.
AN/II/2601/APAR Corrs./2015 dated
14/16.10.2015.

Sd----
(Brij Kishore)
Sr. A O (Admin)