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No AN/XIII/13133/Misc/SPARROW/2017

Dated: 17 .06.2020

To

All Pr. Controllers/Controllers/CsFA (Fys)
(Through CGDA's web-site)

Sub: Reflection of utilization of Government e-Marketplace (GeM) in Annual Performance Assessment Report.

In compliance of DoP&T OM No.21011/04/2019/Estt. A-II dated 24.09.2019 regarding reflection of the work done through GeM by the Officer Reported Upon (ORU) in their APARs, it is intimated that the APAR form of SAOs/AOs/AAOs has been amended accordingly and are now available on the SPARROW portal along with the old form of APAR. The updated form has a suffix "with Gem" {viz. **Form-IV Sr.AO, AO,AAO(with GeM)**} in their names.

2. In view of above, it is requested to process the APARs of SAOs/AOs/AAOs for the assessment period 2019-20 as under:-

- (i) APAR of SAOs/AOs/AAOs for the assessment period 2019-2020 may, as far as possible, be generated in the updated forms.
 - (ii) APARs which are already generated and pending at the stage of reporting/reviewing/accepting may not be deleted.
 - (iii) APARs which are pending at initiating stage (self appraisal stage) may be deleted and regenerated in the updated forms.
3. An early action is requested.

(Rajeev Ranjan Kumar)

Dy. CGDA (AN)

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