

Government of Odisha
General Administration and Public Grievance Department

No. 1100 /SE

Dt. 30.04.2022

GAD-SEA-MISC-0002-2018

From

Shri G.C. Patra, IAS
Additional Secretary to Government.

To

The Addl. Chief Secretaries to Government/
The Principal Secretaries to Government/
The Commissioner-cum-Secretaries to Government/
The Special Secretaries to Government of all Departments.

Sub: Revision of dateline for processing of the e-PAR in respect of the Group-A & B officers of the State through HRMS.

Sir,

I am directed to say the last date for submission of Self Appraisal Report was fixed at 30th of April of each year as contained in this Department letter No.1199/PRO Dt. 26.04.2006 and No.1200/PRO dt. 26.04.2006. It is noticed that the online PARs could not be processed by this dateline by the officers of the State. Considering the difficulties faced by the officers and keeping in view the prescribed dates lines of Government of India, the State Government have now been pleased to fix the calendar from this year for submitting and recording of remarks in the PAR by the ORU and the authorities in the online PARs as follows: -

- | | |
|--|------------------|
| a) Submission of self-appraisal Report | - 31st May |
| b) Remarks of Reporting Authority | - 31st July |
| c) Remarks of Reviewing Authority | - 30th September |
| d) Remarks of Accepting Authority | - 31st December |

It is requested that the revised datelines may kindly be widely circulated among all concerned in order to enable them to submit their self-appraisal report online through HRMS as well as to record their remarks on the PARs of their subordinate officers within the datelines as per above calendar. The concerned officers may also be advised not to wait till the fag end of the closing date and process their PARs sufficiently ahead of the deadline to avoid traffic congestion of the server.

Yours faithfully,

G. Patra
30.4.2022

Additional Secretary to Government.

Memo No. 1101 / SE Dt. 30.04.2022

Copy forwarded to the System Advisor, CMGI, Bhubaneswar for information and necessary action. The e-PAR system may be kept open strictly as per the above revised date lines. The revised datelines may also be uploaded in the HRMS home page for wide publicity.

*Copy
30.4.2022*

Additional Secretary to Government.

Memo No. 1102 / SE Dt. 30.04.2022

Copy forwarded to all RDCs/all Collectors and District Magistrates with request to bring it to the notice of all concerned under their administrative control.

*Copy
30.4.2022*

Additional Secretary to Government.

Memo No. 1103 / SE Dt. 30.04.2022

Copy forwarded to all Sections of GA & PG Department for information and necessary action.

*Copy
30.4.2022*

Additional Secretary to Government.