



A.D. (PMIS)
Dy. No. 20877
Date 23/4/24

दिल्ली विकास प्राधिकरण
Delhi Development Authority
गोपनीय शाखा
Confidential Branch
कमरा नंबर बी- 710, बी - ब्लॉक, सप्तम तल, विकास सदन, आई एन ए, नई दिल्ली -23.
Room No. 710, B-Block, 7th Floor, Vikas Sadan, INA, New Delhi-23
दूरभास/Telephone : 0112466-1335
Email ID- ddcr@dda.org.in

PERS/CR/0020/2024/F1/-O/o DY DIRECTOR(CR)/406

Dated:- 22/4/24

CIRCULAR

Sub: Regarding filing of Annual Performance Assessment Report (APAR) in Online Mode for the Year 2023-24

In continuation to the Circulars of even No. 336 dt. 01.04.2024 and 396 dt. 16.04.2024 on the subject cited above:

1. The last date to forward the APAR data by Reporting Officers of employees worked/working under them during the period 2023-24 to the CR Cell is hereby extended to 30th April 2024.
2. This will be the last opportunity to forward the APAR data of the officer/official reported upon for the period 2023-24 to CR Cell and no further extension will be granted for the same. So, it is joint responsibility of the officer/official reported upon as well as Reporting officer that data of employees is forwarded by 30th April 2024. Failure to comply with this extended timeline may have an adverse impact on the concerned officer/official.
3. In case, any Officer/Official faces any difficulty in filing/forwarding the APAR, he/she is advised to contact CR Cell, 7th floor, B-Block, Vikas Sadan, INA, New Delhi-110023 with their data of APAR for the period 2023-24, so that their APAR can be generated by CR Cell.

Rest of the guidelines for generating and filling the APARs online will remain the same as per the Circular No PERS/CR/0020/2024/F1/-O/o DY DIRECTOR(CR)/336 dt. 01.04.2024

This issues with the approval of Commissioner(P)

/

Dy. Director (CR)/Link Officer

All HODs, DDA

Copy to:-

1. OSD to VC for kind information of VC please.
2. PS to EM/FM/PC(Pers.)/PC(H)/PC(LM/LD) for kind information of the latter.
3. PS to Commissioner (Pers.) for kind information of the latter.
4. Director (P)-I & II for information please.
5. Dy. Director (Systems) for uploading the circular on DDA's website under the Employee Corner Section for information please.
6. Asstt. Director (PMIS) for uploading the circular on DDA's website under the Circular Tab and on APAR Tab for information please.

22/04/2024

Dy. Director (CR)/Link Officer

