

निदेशक (प्रणाली) दि.दि.मा.

डायरी नं. 6327.....

दिनांक 12.12.25



दिल्ली विकास प्राधिकरण
Delhi Development Authority
गोपनीय शाखा

Confidential Branch

कमरा नं. 710, बी-ब्लॉक, सप्तम तल, विकास सदन, आई. एन. ए.
Room No. 710, B-Block, 7th Floor, VikasSadan, INA,
दूरभाष/Telephone : 0112466-1345
E-Mail Id: ddarc@dda.org.in

F1(Misc.)/2023/CR/DDA/1409

Date: 11/12/25

ADVISORY

Subject: Mandatory Submission of APARs of Sr. Mali(s) Through Online Mode-Reg.

It has been observed that some Senior Mali continue to submit Work Performance Reports (WPRs) instead of Annual Performance Appraisal Reports (APARs), despite the transition to the online APAR system since 2022.

All Horticulture Divisions and Personnel Branch-IV are hereby directed as under:

1. All Senior Mali shall henceforth submit their APARs strictly through the online mode only, in accordance with the prescribed procedure and timelines.
2. Reporting Officers of Senior Mali shall ensure timely submission and processing of APARs without fail.
3. No Work Performance Reports (WPRs) shall be accepted by any dealing Personnel Branch or Division under any circumstances henceforth.

Strict compliance with the above instructions is required from all concerned.

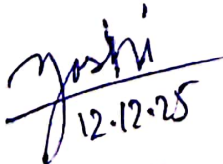
This issues with the approval of the Competent Authority.


(Nidhi Kanojia)
Dy. Director (CR)

All Dy. Dir. (Horticulture)/DDA

Copy to:-

1. PS to Pr. Commissioner (Hort.) for information please.
2. DD (PB-IV) for information please.
3. DD (PMIS) for uploading the circular on DDA's website under the circular tab and the APAR tab for information please.
- ✓ 4. Dy. Director (Systems) for uploading the circular on DDA's website under the Employee Corner Section for information please.
5. Notice Board.


12.12.25

AB(S) Sh. Ramachandran
Sh. Rev. Subhakar Singh

(Nidhi Kanojia)
Dy. Director (CR)

