

BHARAT SANCHAR NIGAM LIMITED

(A Government of India Enterprise)

CORPORATE OFFICE

PERSONNEL BRANCH

4th Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-110001

No: BSNLCO-PERB/19(12)/1/2020-PERS1-Part (2)

Dated: 01.09.2021

To,

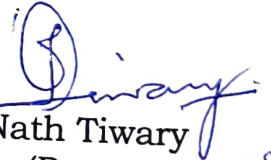
All Heads of Telecom Circles/Metro Districts & Other Administrative Units
All PGMs/Sr. GMs/GMs of BSNL CO New Delhi
Bharat Sanchar Nigam Limited.

Subject:- Extension of timelines for processing of e-APAR (through ESS portal) for year 2020-21- Regarding

In continuation of this office letter even no. dated 25.08.2021, the timelines for processing of e-APARs (through ESS portal) for year 2020-21 are hereby revised as specified in the **Annexure-1**.

This issues with the approval of the competent authority.

Encl: **Annexure-I**



Onkar Nath Tiwary
Jt. General Manager (Pers-SM) 01.09.21
BSNL CO, New Delhi-110001

Copy to:

1. PPS to the CMD BSNL.
2. PPS to the DIR(CFA)/DIR(HR)/DIR(CM)/DIR(ENT)/DIR(F) BSNL Board.
3. The CVO, BSNLCO /the PGM(Pers) BSNLCO
4. The PGM (ERP) for kind info and n/a please.
5. Intranet Portal.

Revised Time Schedule for Preparation/Completion of e-APAR for year 2020-21

1	Submission of self -appraisals to the reporting officer	Already extended upto 31.08.2021, vide letter no. BSNLCO- PERB/19(12)/1/2020- PERS1- Part (2) Dated 25.08.2021
2	Last date for reporting of APARs and further submission to next stage	
	a. Only APAR Structure (PA/PS/PPS/Sr PPS) By Reporting and reviewing officer	15.09.2021
	b. Normal APAR Structure By Repeating officer	15.09.2021
	c. Dual APAR Structure By Repeating officer-1	07.09.2021
	By Repeating officer-2	15.09.2021
3	Last date for Reviewing of APARs	30.09.2021
4	Disclosure of APAR to Initiator	15.10.2021
5	Receipt of representation, if any from the date of disclosure of APAR	15 Days from date of disclosure of APAR or latest by 31-10-2021, whichever is earlier
6	Forwarding of Representation by Reviewing officer to concerned APAR Administrator/Custodian for disposal by Appellate Authority	21.11.2021
7	Disposal of representation by the competent authority (Off line Mode) from the date of receipt of representation	1 month
8	Communication of the decision of the competent authority on the representation and its updation into the ERP Portal by the APAR Administration/Custodian	25.12.2021
9	Last date for updating of No Report/ No Review Certificate with Un-Completed APARs by APAR Administrator/Custodian	31.12.2021

Dinay
01/09/21