

No. 11/01/2020 – E.III/192.
Government of India
Central Water Commission

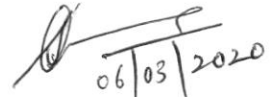
Third Floor (S), Sewa Bhawan
R.K. Puram, New Delhi – 66

Dated the 06th March, 2020

Circular

Subject :- Details of Reporting and Reviewing Officer required for Annual Performance Appraisal Report – Reg.

All the Incumbent Assistant Directors / Assistant Executive Engineers (including ad-hoc) are requested to send the details of their Reporting and Reviewing Officer in the proforma enclosed (for period of 01.04.2019 to 31.03.2020) for the purpose of generating their APAR on Sparrow for the year 2019-20. The information may please be sent by 20.03.2020 on estt3@nic.in. If someone's Officer gets transferred during March 2020, they may send a revised proforma only on the occurrence of such an event.


(SEEMA JUNEJA)
Section Officer

Proforma for sending details of the reporting and reviewing officers

Name of Officer:-

Designation and place of posting:-

E-hrms / Biometric code:-

Period of APAR for the year 2019-20		Reporting Officer		Reviewing Officer		Remarks if any
From	To	Name	Designation	Name	Designation	

(Name & Signature of the A.D. / A.E.E.)