

BY SPEED POST/BY HAND/MOST URGENT



OFFICE OF THE PRINCIPAL CHIEF CONTROLLER OF ACCOUNTS
CENTRAL BOARD OF DIRECT TAXES
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NO. Pr.CCA/CBDT/Estt.-II/SPARROW/2021-22/816

Dated: 14.03.2022

To,

All ZAOs & CBDT (HQ),
CBDT

Subject: Completion of APARs in respect of in r/o AAOs/AOs/Sr. AOs in "SPARROW" for the year 2020-21 – req.

Sir/Madam,

The undersigned is directed to state that the APARs for the period 2020-2021 are still pending in "SPARROW". The APAR of officers reported/reviewed upon are still pending with concerned Reporting/Reviewing Officers for writing his/her comments/remarks in the APAR as per SPARROW.

As per time schedule prescribed in DoPT's OM No.F.No.22-6/2021-CS.I(APAR) dated 25.06.2021, the cut-off date for submitting the self appraisal in APAR was 31.08.2021.

It is also informed that the SPARROW window will automatically get closed on 31.03.2022 in all respect of APARs for the period 2020-2021.

It is therefore, requested to submit self appraisal to the Reporting officer immediately.

All Reporting Officers/Reviewing Officers are requested to complete the APARs of their subordinates immediately.

This may be treated as **MOST URGENT**.

Yours faithfully,

Asstt. Accounts Officer (Estt.-II)

Copy to:

1. All Sr. Accounts Officers/Accounts Officers and AAOs of HQ – for information and taking further necessary action in this regard.
2. Sr. AO (IT Section), CBDT, HQ, New Delhi – for uploading on website.

Asstt. Accounts Officer (Estt.-II)