Reminder-I

File No. 71-34/2023-24/APAR
Government of India
Ministry of Communications
Department of Telecommunications
Sanchar Bhawan, 20, Ashoka Road, New Delhi-1

Dated: - 05.04.2024

Office Memorandum

Subject: - Online generation and recording of Annual Performance Appraisal Report (APAR) on SPARROW Portal for all ITS Group 'A' and TES Group 'B' officers for the Reporting Year 2023-24-reg.

Online recording of APAR through SPARROW Portal has been introduced by DoT in respect of officers of ITS Group 'A' and TES Group 'B' Cadre. In this system, the creation of e-APAR form requires details of the Officer Reported Upon, his/her Reporting Authority and his/her Reviewing Authority. Therefore, all the officers of ITS Group 'A' and TES Group 'B' were requested to provide their complete details/information along with their Reporting and Reviewing authority in the prescribed format for the creation of their e-APAR for the year 2023-24 in SPARROW system to their respective nodal officer.

2.   In this regard, all ITS Group A and TES Group B officers have already been informed the timelines of APAR for vide OM of even number dated 11.03.2024.

3.   As per Timelines for filling of APARs for ITS Group A and TES Group B, last date of submission of annexure by officer reported upon was 31st march. However, it is found the workflows of APARs of some ITS Group A and TES Group B officers are not been generated as on date. List of officers whose APAR has not been generated is attached in Annexure-I. Therefore, all the officers of ITS Group 'A' and TES Group 'B' listed in Annexure-I are requested to provide their complete details/information along with their Reporting and Reviewing authority in the prescribed format for the creation of their e-APAR for the year 2023-24 in SPARROW system to their respective nodal officer immediately and nodal officers are requested to generate the APARs of above listed officers on priority.

4.   It is requested to bring the same to the notice of all concerned for strict adherence to the prescribed timelines for writing of APAR to ensure that APAR process is completed in a time bound manner.

This issue with the approval of the Competent Authority.

Signed by
Hitesh
Date: 05-04-2024 10:14:07

Hitesh
ADG (STG-III)
Tel No. 23036605

Enclosure: As Above

To:

1. All ITS Group 'A' and TES Group 'B' (AD/SDE/JTO)- For necessary action.

2. All Nodal officers of SPARROW- For wide publication among the concerned ITS Group A and TES Group B Officers under their administrative control and to ensure 100% generation of eAPARs.

Copy to:

1.   Head(s) of all LSAs, TEC, NITPRIT, NCCS Bangalore-for ensuring 100% compliance for officers posted under their administrative control

2.   CMD BSNL/MTNL- for ensuring 100% compliance for officers posted under their administrative control

S.No	Name (S/Shri/Ms)	Staff No.	Cadre	APAR Workflow Status
**List of ITS and TES officers for whom APAR is not created/Partial Created**			
1	ANIL KUMAR GUPTA	20001	ITS	Not started
2	ARUN PATI TRIPATHI	20597	ITS	Not started
3	ARVIND SINGH RAJPUT	20947	ITS	Not started
4	ASHISH KUSHWAHA	21206	ITS	Not started
5	ASIT KADAYAN	20420	ITS	Not started
6	BALWANT RAI	111043	ITS	Not started
7	DEEPAK KUMAR	20331	ITS	Not started
8	DEEPAK PATHAK	20945	ITS	Not started
9	DEEPAK SHARMA	20655	ITS	Not started
10	DEVA NAND SAHAY	20135	ITS	Not started
11	DHANESH GOEL	21377	ITS	Not started
12	Gajendra Singh	21026	ITS	Not started
13	HEMANT S BORALE	21096	ITS	Not started
14	JAGDISH CHANDRA	20626	ITS	Not started
15	JEETESH SHARMA	20956	ITS	Not started
16	JITENDRA GARG	20676	ITS	Not started
17	JITENDRA LAL GUPTA	21011	ITS	Not started
18	KAPIL RASTOGI	20484	ITS	Not started
19	KHUSHWANT RAI	20036	ITS	Not started
20	KULDEEP KUMAR SAHARAWAT	20943	ITS	Not started
21	M.K. KHATRI	110972	ITS	Not started
22	MANOJ KUMAR	20638	ITS	Not started
23	MANOJ KUMAR SONI	20804	ITS	Not started
24	MANORANJAN	21267	ITS	Not started
25	MEHUL R JOSHI	20861	ITS	Not started
26	MUKESH MANDAL	20516	ITS	Not started
27	MUMTAJ AHMED	20349	ITS	Not started
28	N RAMAKRISHNA	20394	ITS	Not started
29	NAVEEN KUMAR	20613	ITS	Not started
30	NITI SINGH	21030	ITS	Not started
31	PALLAVI TANDON	20312	ITS	Not started
32	PANKAJ KUMAR	107369	ITS	Not started
33	PRAMOD KUMAR PANDA	20939	ITS	Not started
34	PRASHANTA KUMAR BASUMATARY	21093	ITS	Not started
35	PREETI BANZAL	20412	ITS	Not started
36	RADHACHARAN SHAKYA	20030	ITS	Not started
37	RAHUL YADAV	21300	ITS	Not started
38	RAVINDER KUMAR-I	21207	ITS	Not started
39	SAMEER GUPTA	20460	ITS	Not started
40	SANDEEP KUMAR KESHKAR	20822	ITS	Not started
41	SANJAY BANSAL	21016	ITS	Not started
42	SANJAY KUMAR AGARWAL	20401	ITS	Not started
43	SANJAY KUMAR VARSHNEY	20432	ITS	Not started
44	SANJAY PRASAD	20376	ITS	Not started
45	SANJEEV GUPTA	20018	ITS	Not started

S.No	Name (S/Shri/Ms)	Staff No.	Cadre	APAR Workflow Status
	List of ITS and TES officers for whom APAR is not created/Partial Created			
46	SANJEEV KUMAR ARYA	21163	ITS	Not started
47	SANJEEV TYAGI	8537	ITS	Not started
48	SHUCHI SRIVASTAVA	20877	ITS	Not started
49	SUJIT KUMAR	21295	ITS	Not started
50	SURENDRA SINGH	20714	ITS	Not started
51	SUSHIL KUMAR CHAURASIA	21054	ITS	Not started
52	VIJAY PRATAP SINGH	8531	ITS	Not started
53	VIJOY KUMAR	20681	ITS	Not started
54	VINOD SINGH	20981	ITS	Not started
55	VIPUL AGARWAL	20137	ITS	Not started
56	YASHASVI MUND	21285	ITS	Not started
57	AJAY PAL SINGH	20427	ITS	Partial Completed
58	AKHILESH KUMAR TRIVEDI	21036	ITS	Partial Completed
59	ATIQUE AHMED	21184	ITS	Partial Completed
60	BABU C V RAMANA	20261	ITS	Partial Completed
61	C LALHMA CHHUANA	20633	ITS	Partial Completed
62	CHARAN DASS	8642	ITS	Partial Completed
63	HARSH VARDHAN SINGH	20179	ITS	Partial Completed
64	KRISHANA BIHARI MEENA	20521	ITS	Partial Completed
65	M THULASI RAJASEKHAR	20879	ITS	Partial Completed
66	MANISH KUMAR AGARWAL	20734	ITS	Partial Completed
67	MANISH KUMAR GARG	20573	ITS	Partial Completed
68	MANISH KUMAR VIMAL	20987	ITS	Partial Completed
69	MEHAR CHAND NEGI	21089	ITS	Partial Completed
70	MUKESH KUMAR	21185	ITS	Partial Completed
71	NIJAMUDDIN	21252	ITS	Partial Completed
72	NITIN CHAYANDE	20157	ITS	Partial Completed
73	PANKAJ KUMAR	20205	ITS	Partial Completed
74	PUSHPENDRA KUMAR SINGH	20152	ITS	Partial Completed
75	RAJESH KUMAR II	20492	ITS	Partial Completed
76	RAVI A ROBERT JERARD	20210	ITS	Partial Completed
77	ROOPAM GARG	20643	ITS	Partial Completed
78	SALIL KUMAR	20456	ITS	Partial Completed
79	SANJAY KUMAR	20127	ITS	Partial Completed
80	SANJEEV K SHARMA	20639	ITS	Partial Completed
81	SANJEEV KR. NARANG	20323	ITS	Partial Completed
82	SATYENDRA KUMAR DEKA	20525	ITS	Partial Completed
83	SH. PANKAJ GARG	20657	ITS	Partial Completed
84	SHASHANK BHALEKAR	20239	ITS	Partial Completed
85	SHEEL PRIYA GAUTAM	21080	ITS	Partial Completed
86	U SREENIVAS	20678	ITS	Partial Completed
87	VIKASH DAILA	21380	ITS	Partial Completed
88	VIVEK SRIVASTAVA	20583	ITS	Partial Completed
89	KISHAN KUMAR	60155	TES- Gr B	Not started
90	RAJNEESH PANDEY	60137	TES- Gr B	Not started

	List of ITS and TES officers for whom APAR is not created/Partial Created			
S.No	**Name (S/Shri/Ms)**	**Staff No.**	**Cadre**	**APAR Workflow Status**
91	Adityan Srivastava	60158	TES- Gr B	Not started
92	Bhagyashree S Walikar	60135	TES- Gr B	Not started
93	Priyamvada	60123	TES- Gr B	Not started
94	Shubhanshu Awasthi	60132	TES- Gr B	Not started