

**F.No. 11059/01/2014-AIS-III(Part)**  
Government of India  
Ministry of Personnel, PG and Pensions  
Department of Personnel & Training

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North Block, New Delhi  
Dated the, 16<sup>th</sup> June, 2021

To,

The Chief Secretaries of States / UTs

**Subject: Extension of timelines for recording of PAR for the year 2020-21 in respect of AIS officers – reg.**

Sir /Madam,

I am directed to refer to the relevant provisions for recording of PAR under the AIS(PAR)Rules, 2007 as amended including the provisions regarding the reporting / reviewing / accepting authorities to record PAR not after one month of their retirement / demitting office and also to this Department's letters of even number dated 17.03.2021 and 29.04.2021.

2. In view of the prevailing crisis caused by COVID 19 pandemic and consequent lockdown by various State Governments, AIS officers are engaged in COVID management activities at the field level, the timelines for the PAR year 2020-21 viz., submission of summary of medical report, generation of PAR, submission of self-appraisal and recording of PAR by reporting / reviewing / accepting authority etc. were extended vide this Department's letters dated 17.03.2021 & 29.04.2021 (copy enclosed).

3. Considering the continuance of the COVID pandemic, it would still be practically difficult for the AIS officers to either submit their self- appraisal or to record the PAR for the year 2020-2021 as reporting / reviewing / accepting authority within extended timelines. To overcome this, it has now been decided with the approval of competent authority, to further revise the existing cut-off dates prescribed for self appraisal, reporting, reviewing and acceptance of PAR in respect of AIS officers for the year 2020-21, in relaxation of Rule 4 A (1), Rule 5(1) read with Schedule 2 of the AIS (PAR) Rules, 2007 as amended, so as to give sufficient time to each authority, as indicated below:-

Activity	Cut off dates		
	Existing	Already Revised	Revised
Self-appraisal for current year	31 <sup>st</sup> May	30 <sup>th</sup> June, 2021	31 <sup>st</sup> August 2021
Appraisal by Reporting Authority	31 <sup>st</sup> July	31 <sup>st</sup> August, 2021	30 <sup>th</sup> September, 2021
Appraisal by Reviewing Authority	30 <sup>th</sup> September	15 <sup>th</sup> October, 2021	15 <sup>th</sup> November, 2021
Appraisal by Accepting Authority	31 <sup>st</sup> December	31 <sup>st</sup> December, 2021	31 <sup>st</sup> December, 2021

16/6/21

Cont'd...

4. It has also been decided with the approval of Competent Authority, that irrespective of their date of retirement / demitting office, the reporting/reviewing/accepting authorities, retiring / demitting office from 28.02.2021 to 31.10.2021 shall be allowed to record PAR for the year 2020-21 beyond the extended time line of one month after their retirement / demitting office and as per the revised timeline mentioned in para 3 above in relaxation of Rule 7A of AIS (PAR) Rules, 2007 as amended.


5. Further, keeping in view of the continuing COVID pandemic, it may not be appropriate to cause a burden on the health care system as well as to risk the AIS officers to get their medical examination done and attach summary of medical report along with PAR for the year 2020-21. Therefore, with the approval of competent authority, it has also been decided to delink the submission of summary of Medical Report from recording and completion of PAR for the year 2020-21. The timeline for conduct of Annual Medical Examination and thereafter submitting the summary of Medical Report for the PAR year 2020-2021 is further extended up to 31.12.2021.

6. Notwithstanding anything contained herein, no remarks may be recorded after 31<sup>st</sup> December, 2021 in the PAR of AIS officers for the PAR year 2020-21, in accordance with the 2<sup>nd</sup> proviso of the AIS (PAR) Rules, 2007 as amended.

7. Furthermore, it has also been decided with the approval of Competent Authority that the provision of auto-forwarding of PAR from one level to next level of PAR be relaxed for the PAR year 2020-21.

8. The aforesaid relaxation is as one-time measure only.

Encl: as stated.



(Devendra Kumar)

Under Secretary to the Government of India

Tele: 011-23093421

**Copy for information and necessary action to:-**

- (1) All the Ministries / Department of Government of India
- (2) The Ministry of Home Affairs, being cadre controlling authority for IPS, North Block, New Delhi.
- (3) The Ministry of Environment, Forest & CC, being cadre controlling authority for IFoS, Lodhi Road, Jor Bagh, New Delhi.
- (4) The Under Secretary (EO/PR), DoPT – w.r.t. ID Note dated 01.6.2021
- (5) NIC, DOPT – for uploading on the website of DOPT.

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Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training  
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North Block, New Delhi  
Date: 17<sup>th</sup> March 2021

To,

The Chief Secretaries of States / UTs

**Subject:- Extension of timelines for submission of summary of the Medical Report in respect of AIS officers for the PAR period 2020-2021 -reg.**

Sir / Madam,

I am directed to refer to the subject noted above and to say that the health check is mandatory for all AIS officers above the age of 40 years. The Annual health check is done in Form IV prescribed under AIS(PAR) Rules, 2007 as amended from time to time and copy of the Part C i.e. Summary of Medical Report is required to be attached along with PAR. As per the rules, the officer concerned is required to furnish summary of medical report along with self appraisal after getting health check up done.

2. In view of prevailing situation caused by COVID-19 pandemic, it has been decided with the approval of the competent authority to extend the last date for submission of the summary of Medical Report by AIS officers for the year 2020-2021, upto 30<sup>th</sup> June, 2021.

3. However, the timelines for generation, recording and completion of PAR as prescribed under AIS(PAR) Rules, 2007 as amended from time to time will remain unchanged.



(Devendra Kumar)

Under Secretary to the Government of India

Tel: 011-23093421

Copy to :-

- (1) All Ministries /Departments of Government of India
- (2) Ministry of Home Affairs, being Cadre Controlling Authority for IPS
- (3) Ministry of Environment, Forest & Climate Change, being Cadre Controlling Authority for IFoS
- (4) EO(PR) Section, DOPT - for information and necessary action
- (5) NIC, DOPT - for uploading on DOPT's website

F.No. 11059/01/2014-AIS-III  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

North Block, New Delhi-110001  
Dated 29<sup>th</sup> April, 2021

To,

The Chief Secretaries of States / UTs

Subject: Extension of timelines for generation, recording of PAR for the year 2020-21 in respect of AIS officers by the reporting / reviewing / accepting authorities – reg.

Sir / Madam,

I am directed to refer to the relevant provisions for recording of PAR under AIS (PAR) Rules, 2007 as amended including also the provisions regarding the reporting / reviewing / accepting authorities to record PAR not after one month of their retirement.

2. In view of the pandemic caused by spread of COVID-19, AIS officers are involved in various activities relating to management and control of the pandemic, continuance of essential services and maintenance of law & order etc. Further, most of the government offices, except those involved in essential services and law order, are either closed or working with skeletal strength.

3. In light of the exigent situation, the timelines for online generation of PAR and subsequent reporting, reviewing and accepting of PAR is revised for the year 2020-21, in relaxation of rule 5(1) read with Schedule 2 of AIS (PAR) Rules so as to give sufficient time to each authority, as indicated below:-

Activity	Cut off dates	
	Existing	Revised
Blank PAR form to be given to the officer upon by the Administration Division/ Personnel Department, specifying the reporting officer and reviewing Authority	1 <sup>st</sup> April, 2021	1 <sup>st</sup> June, 2021
Self Appraisal for current year	31 <sup>st</sup> May, 2021	30 <sup>th</sup> June, 2021
Appraisal by Reporting Authority	31 <sup>st</sup> July, 2021	31 <sup>st</sup> August, 2021
Appraisal by Reviewing Authority	30 <sup>th</sup> September, 2021	15 <sup>th</sup> October, 2021
Appraisal by Accepting Authority	31 <sup>st</sup> December, 2021	31 <sup>st</sup> December, 2021

4. Further, it has also been decided with the approval of competent authority that the extended timelines specified above shall also apply to the reporting, reviewing and accepting authorities, who have demitted office or retired from the service on or after 28.02.2021. They shall be allowed to record their remarks till the respective extended cut-off dates.

Contd...2/-.

5. Notwithstanding anything contained herein, no remarks may be recorded after 31<sup>st</sup> December, 2021 in the PAR of AIS officers for the PAR year 2020-21, in accordance with the 2<sup>nd</sup> proviso of the AIS (PAR) rules, 2007, as amended.

6. The aforesaid relaxation is accorded as one-time measure only.

7. This issues with the approval of competent authority.

  
(Chintan Puri)  
Section Officer (AIS.II)  
Tel: 011-23040268

Copy for information and necessary action to:

1. All the Ministries / Department of Government of India
2. The Ministry of Home Affairs, being cadre controlling authority for IPS, North Block, New Delhi.
3. The Ministry of Environment, Forest & CC, being cadre controlling authority for IFoS, Lodhi Road, Jor Bagh, New Delhi.
4. Under Secretary (EO/PR), DoPT, North Block, New Delhi.
5. NIC, DoPT- for uploading on the website of DoPT.
6. ADG Media, Ministry of Home Affairs, New Delhi - for wide circulation.