



Sunil Kumar Sawhney
सुनीलकुमारसाहनी
Director General

भारतसरकार
GOVERNMENT OF INDIA
वित्तमंत्रालय
MINISTRY OF FINANCE
राजस्वविभाग
DEPARTMENT OF REVENUE
केंद्रीयउत्पादएवंसीमाशुल्कबोर्ड
CENTRAL BOARD OF EXCISE & CUSTOMS
मानवसंसाधनविकासमहानिदेशालय
DIRECTORATE GENERAL OF HUMAN RESOURCE DEVELOPMENT
भाईवीरसिंहसदनभाईवीरसिंहमार्ग
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गोलमार्केटनईदिल्ली110001
GOLE MARKET NEW DELHI - 110001

F No.8/B/309/HRD(HRM)/APAR/2015

Dated: 04.08.2016

Dear Chief Commissioner/Director General,

Subject: Appointment of Nodal Officer for coordination with DGHRD for project "Online Writing of APAR" - reg.

Online writing of APAR for Group 'A' officers of CBEC is being implemented w.e.f. next reporting year i.e. 2016-17 through NIC on the lines of SPARROW software developed by NIC for IAS officers.

2. It has been decided that a Nodal officer will be appointed in every Zone/Directorate for coordination with DGHRD for time bound implementation of the project and fulfilling various requirements such as NIC email id creation, data collection of officers, assigning of digital signature, training of officers, etc. The Nodal officer should be an officer of the rank of Joint Commissioner/Additional Commissioner, preferably in the CC/DG office.

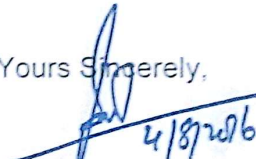
3. It is requested that the Nodal Officer may be nominated by each Zone at the earliest and the details in respect of all Nodal Officers appointed in your zone may be sent in the Proforma given below to Shri Manish Goyal, Additional Director (HRM-I), DGHRD, CBEC, Bhai Vir Singh Sahitya Sadan, 3rd Floor, Bhai Vir Singh Marg, Gole Market, New Delhi-110 001, Fax : 011-23340315. These details may also be sent through email to anish.upadhyay@nic.in.

S. No	Zone/ Directorate	Name of the Officer	Designation	Contact No- official	Contact No- Mobile	Email id.	Fax No.

4. I may also point out that the NIC Email ID request and data required in respect of many officers of your zone which is required for implementation of this project is yet to be received in DGHRD despite reminders. A zone wise list of such officers is available at the main page of DGHRD website. It is again requested that the requisite details may be communicated **latest by 16th August, 2016** for smooth implementation of online writing of APAR Software.

With warm regards !

Yours Sincerely,


4/8/2016
(Sunil Kumar Sawhney)

To,

All Chief Commissioners / Directors General
Central Excise, Customs & Service Tax.