

Government of Odisha
General Administration and Public Grievance Department

No. **3058 / SE**
GAD-SEA-MISC-0002-2018

Dt. **7th** Aug, 2019

From

Shri G.C. Patra, OAS (SS),
Special Secretary to Government.

To

The Addl. Chief Secretaries to Government/
The Principal Secretaries to Government/
The Commissioner-cum-Secretaries to Government/
The Special Secretaries to Government of all Departments.

Sub: Extension of dateline for processing of the e-PAR in respect of the Group-A & B officers of the State for the year 2018-19 through HRMS.

Sir,

I am directed to say that the last date for submission of e-PAR for 2018-19 through HRMS was extended upto 15.07.2019. But it has been observed that a number of officers could not submit the self-appraisal through HRMS due to technical glitch of HRMS Server towards the last part of the month. A number of requests have been received for extension of the dateline for process of their e-PAR through HRMS. Taking into consideration of the difficulties, Government have been pleased to allow extension of the last date for submission of the self-appraisal as well as record of remarks by subsequent authorities in the following manner.

Extended Date line

Self Appraisal	- 31 st Aug, 2019
Reporting Remarks	- 30 th Sept, 2019
Reviewing Remarks	- 31 st Oct, 2019
Accepting Remarks	- 30th Nov, 2019

It is requested that the revised datelines may kindly be widely circulated among all concerned in order to enable them to submit their self-appraisal report online through HRMS as well as to record their remarks on the PARs of their subordinate officers. The concerned officers may also be advised not to wait till the fag end of the month and process their PARs sufficiently ahead of the deadline.

Yours faithfully,


Special Secretary to Government.

Memo No. 3059 Dt. 7th Aug, 2019

Copy forwarded to the System Advisor, CMGI, Bhubaneswar for information and necessary action. The e-PAR system may be kept open strictly as per the above revised date lines. The revised datelines may also be uploaded in the HRMS home page for wide publicity.

G. Patra
7.8.19
Special Secretary to Government.

Memo No. 3060 Dt. 7th Aug, 2019

Copy forwarded to all Heads of Departments/All RDCs/All Collectors/All Superintendents of Police with request to bring it to the notice of all concerned under their administrative control.

G. Patra
7.8.19
Special Secretary to Government.

Memo No. 3061 Dt. 7th Aug, 2019

Copy forwarded to all Sections of GA & PG Department for information and necessary action.

G. Patra
7.8.19
Special Secretary to Government