

**Government of Odisha**  
**General Administration(SE)Department**

No. **1848** /SE., Dated: **13.8.2013**  
From

Sri Niten Chandra, IAS,  
Special Secretary to Government.

To  
All Secretaries to Government/  
All Heads of Department/  
All Revenue Divisional Commissioners/  
All Collectors.

Sub: - Modification of sub Para (e) of Para 11 of the Guidelines for recording of PAR in respect of Group-A and B Officers of the State Government.

Sir,

I am directed to say that Government after careful consideration have been pleased to modify sub Para (e) of Para 11 of the Guidelines for recording and maintenance of Performance Appraisal Report (PAR) of Group A and B Officers of the State Govt.

2. After modification sub Para (e) of Para 11 of the guidelines for recording of PAR of Group A officers issued vide G.A.(SE) Department Memo No.1199/PRO, dt.26.04.2006 will be read as :-

"If no remarks are received within one year from the last date of the financial year to which the PAR relates it will be presumed no remarks are to be recorded and a note "No remarks certificate" will be kept in the PAR folder of the respective officers by the G.A. (SE) Department and the officer may be assessed on the basis of the overall record and self-assessment for the year, if he has submitted his self-assessment in time".

3. Similarly after modification of Sub-Para (e) of Para 11 of the Guidelines for recording of PAR of Group-B Officer issued vide G.A.(SE) Department Memo No.1200/PRO dt.26.04.2006 will be read as :-

"If no remarks are received within one year from the last date of the financial year to which the PAR relates it will be presumed no remarks are to be recorded and a note "No Remarks Certificate" will be kept in the PAR folder of the respective officers by the PAR Branch of the concerned Administrative Department/Head of the Department and the officer may be assessed on the basis of the overall record and self-assessment for the year, if he has submitted his self-assessment in time"

4. This may be brought to the notice of all concerned under your administrative control for information and necessary action.

Yours faithfully,

*N. Chandra*  
Special Secretary to Government.

Memo NO. 1849 /se., Dated **13.8.2013**

Copy forwarded to the Private Secretary to Chief Minister, Odisha / Private Secretary to All Ministers for information of Hon'ble Chief Minister/ Hon'ble Minister.

G.A.  
12.8.13

Joint Secretary to Government.

Memo No. 1850 /SE., Dated, **13.8.2013**

Copy forwarded to the Private Secretary to the Chief Secretary, Odisha / Private Secretary to the Development Commissioner-cum- Additional Chief Secretary, Odisha/ Private Secretary to the A.P.C., Odisha/ Private Secretary to the Member, Board of Revenue, Odisha/ Private Secretary to the C.A. KBK, Odisha/ D.G. (TC) G.A.A., Bhubaneswar for information of the Chief Secretary, D.C.-cum-A.C.S., APC, Member, Board of Revenue, C.A.KBK, D.G.(TC), G.A.A.

G.A.  
12.8.13

Joint Secretary to Government.

Memo No. 1851 /SE., Dated **13.8.2013**

Copy forwarded to the Chairman, OPSC, Cuttack/Chairman, OSSC, Bhubaneswar/Chairman, Odisha Sub-Ordinate S.S.C., Bhubaneswar/ Registrar, OATs for information and necessary action.

G.A.  
12.8.13

Joint Secretary to Government.

Memo No. 1852 /SE., Dated **13.8.2013**

Copy forwarded to the Private Secretary to Special Secretary, G.A. Deptt. for information of the Special Secretary.

G.A.  
12.8.13

Joint Secretary to Government.

Memo No. 1853 /SE., Dated **13.8.2013**

Copy forwarded to the All Additional Secretaries/Joint Secretaries/Deputy Secretaries/Under Secretaries/Desk Officers/Section Officers of G.A. Department/All A.S.Os of G.A.(SE) Department/5(Five) copies to Library of G.A. Department/Head of State Portal, Department of I.T. Secretariat Campus, Bhubaneswar/20 Spare copies to Guard file for information and necessary action.

G.A.  
12.8.13

Joint Secretary to Government.