

Final Opportunity



**Municipal Corporation of Delhi
Central Establishment Department
22nd Floor, Dr. S.P Mukherjee Civic Centre
J.L Nehru Marg, New Delhi-110002**



No. Dir(P)/CED/MCD/2023/ 3087

Dated: 31/08/2023

CIRCULAR

Sub: Closure of Annual Performance Assessment Report (APAR) process for the year 2021-22 in respect of Officers/Officials of MCD through SPARROW portal-reg.

Municipal Corporation of Delhi has started online recording of APARs through e-SPARROW which is mandatory for reporting year 2021-22. CED is generating APAR of Group A, Centralized Cadre & Accounts Cadre Officers/Officials. The concerned departments are generating APAR of Group B & C Officers/Officials for Non-centralised cadres.

As per DOPT OM No. 22/09/2022-CS.I (APAR) dated 12.04.2022, closing date of entire process was 30.11.2022. As implementation of e-SPARROW in MCD started for the first time in 2021-22, timelines was extended time to time.

Therefore, all Officers/officials of MCD are requested once again to complete their APAR in all respect for the period 2021-22 through e-SPARROW by 30.09.2023. **The closure activity for generation of APAR on e-SPARROW application in respect of services of MCD has been scheduled for 30.09.2023 (midnight) for reporting year 2021-22.** Hence, no APAR will be filed/reported/reviewed/accepted after 30.09.2023 for the reporting year 2021-22.

Rajesh
31-08-2023
Director (Personnel)

To,

1. All e-SPARROW Custodians
2. All DCs/HODs of MCD

Copy to:

1. PS to Commissioner for kind information to Commissioner, MCD
2. All Additional Commissioners, MCD