

Government of Orissa  
General Administration (S.E) Department

\*\*\*\*\*

No. 20 cej /S.E, Bhubaneswar Dated. 2-01-2010

From

Shri U. N. Behera, IAS  
Special Secretary to Government.

To

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

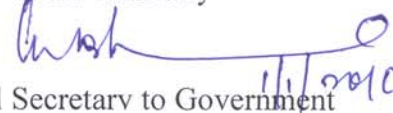
Sub: Modification of Performance Appraisal Report(PAR) format for Group-A and B officers of State Government.

Sir,

I am directed to say that Government after careful consideration have been pleased to modify the PAR Format for recording remarks on the work of all Group-A and B officers of State Government. Accordingly the modified PAR Format shall substitute the PAR Format prescribed in Annexure-A of the Guidelines for recording and maintenance of PARs of Group- 'A' officers of the Government and Guidelines for recording and maintenance of PARs of Group- 'B' officers of the Government, which were issued vide G.A.(SE) Department Memo No. 1199/PRO dated 26/04/2006 and Memo No.2000/PRO dated 26/04/2006 respectively. A copy of the modified PAR Format is enclosed for reference.

2. The modified PAR Format has been placed in the General Administration Department web site for use of all concerned.
3. The modified PAR Format shall be applicable from the year 2009-10 onwards.
4. PARs for the year 2009-10 onwards shall be accepted only in the modified PAR Format.
5. The words "box 3b" occurring in Para 10(i) of the Guidelines for recording and maintenance of PARs of Group- 'A' officers of the Government and Guidelines for recording and maintenance of PARs of Group- 'B' officers of the Government, which were issued vide G.A.(SE) Department Memo No. 1199/PRO dated 26/04/2006 and Memo No.2000/PRO dated 26/04/2006 respectively have been substituted by the words "box 4".
6. The word "only" occurring first in the sentence " It is pointed out that only remarks recorded in the space prescribed in the PAR for such recording of adverse remarks will only be treated as adverse" in the Para 12(i) of the above mentioned Guidelines has been deleted.
7. This may be brought to the notice of all concerned under your administrative control for information and necessary action..

Yours faithfully


  
11/1/2010

Special Secretary to Government

Memo No. 21 /SE

Dated. 2-01-2010


Copy along with copy of modified PAR Format forwarded to the Private Secretary to Chief Minister, Orissa/ Private Secretary to all Ministers for information of Hon'ble Chief Minister/ Hon'ble Ministers.

  
Joint Secretary to Government

Memo No. 22 /SE

Dated. 2-01-2010


Copy along with copy of modified PAR Format forwarded to the Private Secretary to Chief Secretary, Orissa/ Private Secretary to Development Commissioner, Orissa/ Private Secretary to Agriculture Production Commissioner, Orissa/ Private Secretary to Member, Board of Revenue, Orissa/ Private Secretary to Chief Administrator, K.B.K., Orissa/ Director General,(TC), G.A.A., Bhubaneswar for kind information of the Chief Secretary, Development Commissioner, Agriculture Production Commissioner, Member, Board of Revenue, Chief Administrator, K.B.K.

  
Joint Secretary to Government

Memo No. 23 /SE

Dated. 2-01-2010


Copy along with copy of modified PAR Format forwarded to the Private Secretary to Special Secretary, General Administration Department, for kind information of the Special Secretary.

  
Joint Secretary to Government

Memo No. 24 /SE

Dated. 2-01-2010


Copy along with copy of modified PAR Format forwarded to the P.A.R. cell of all Departments/Heads of Departments for information and necessary action.

  
Joint Secretary to Government

Memo No. 25 /SE

Dated. 2-01-2010

Copy along with copy of modified PAR Format forwarded to Director, G.A.A., Bhubaneswar/ Chairman, O.P.S.C., Cuttack/ Chairman, O.S.S.C., Bhubaneswar/ Registrar of Orissa Administrative Tribunals for information and necessary action.

  
Joint Secretary to Government

Memo No. 26 e) /SE

Dated . 2-01-2010

Copy along with copy of modified PAR Format forwarded to the all Addl. Secretaries/ Joint Secretaries/ Deputy Secretaries/ Under Secretaries/ Desk officers/ Section Officers of General Administration Department/ All A.S.Os of General Administration (SE) Department for information and necessary action.

  
Joint Secretary to Government

Memo No. 27 e) /SE

Dated . 2-01-2010

5(Five) Copies along with copy of modified PAR Format forwarded to the Library of General Administration Department for information and necessary action.

  
Joint Secretary to Government

Memo No. 28 e) /SE

Dated . 2-01-2010

20(Twenty) spare copies for Guard files

  
Joint Secretary to Government

Memo No. 29 e) /SE

Dated 2-01-2010

Copy along with copy of modified PAR Format forwarded to the Head State Portal, Department of I.T., Secretariat campus, Bhubaneswar for information and necessary action.

  
Joint Secretary to Government