

PRASAR BHARATI
(India's Public Service Broadcaster)
DG:Doordarshan
New Delhi

URGENT

File No. 06/01/2020/S-I/362

Date : 22.09.2020

Subject: Availability of APARs for consideration of grant of MACP and promotion in r/o Production Assistant/PEX (in-situ), Property Assistant and Floor Manager in DD Network

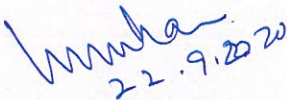
There is a proposal for consideration of grant of MACP and promotion in respect of Production Assistant/PEX (in-situ), Property Assistant and Floor Manager for the post of Programme Executive. In order to carry out the above work, the complete APAR folder of all such officials will be required.

2. Head of Office of DDKs are requested to kindly confirm availability of APARs, details of missing APARs and probable target date of completion of pending APARs as per enclosed performa in Annexure-I in respect of above category of staff at their Kendra.

3. The tentative target date for promotion and MACP is 29.10.2020. So Kendras may kindly ensure that the APAR folder is completed by 14.10.2020. The Reporting Officers should not delay the initiation of APAR for want of the self-appraisal of the officer to be reported upon. In case the officer reported upon does not submit the APAR form along with self-appraisal, the Reporting Officer should remind the officer reported upon, in writing, to submit the self-appraisal by stipulated date. If no self-appraisal is received, the Reporting Officer should initiate the APAR, clearly mentioning the reason for the same. DOP&T OM No. 35014/4/83-Estt A dated 23.09.1985, 21011/02/2009-Estt(a) dated 16.02.2009 and 21011/1/2005-Estt.(a) (Pt-1) dated 23.07.2009 may be referred in this regard.

4. Zonal ADG(A) may kindly coordinate with Kendras for timely action on above. Similar exercise may also be carried out for remaining cadres in DD Network.

Encl: As above


22.9.2020
(M.S. Duhan)
Dy. Director General (HR)

To:

1. Head of Office of all DDKs
2. All Zonal Head (Admin) i.e. North Zone, North-East Zone, East Zone, West Zone, South Zone

Copy for information to: -

1. Sr. PPS to DG:DD, Doordarshan Bhawan, New Delhi
2. Ms. Mukta Goel, ADG(HR), Prasar Bharati, New Delhi
3. IT Cell for uploading on the website of Doordarshan

Name of Kendra

S. No.	Name	Designation	Place of Posting & whether in service or retired	Year-wise available completed APARs in the folder	Year-wise/ period wise details of non-availability of APARs	Probable Target date of completion of APARs

Name of Head of Office :

Designation :

Mobile :

Email :

Muniba
22.9.2023