

NO.A-28012/22/2009/CC/Pers/BSF/ 1161-1661  
Government of India  
Ministry of Home Affairs  
Directorate General Border Security Force  
(Pers Dte : Confdl Section)

Block No.-10, CGO Complex,  
Lodhi Road, New Delhi-10003  
Dated, the 10<sup>th</sup> Mar 2010

To

HQrs Spl DG BSF (East & West)  
All Frontier HQrs Incl IG (HQ) FHQ  
The Director (A/Cs) PAD BSF/ BSF Air wing  
All Training institutions Incl STS- I & II  
All Sector HQrs Incl DIG(HQ) FHQ & DisG ISD  
All BSF Bns/ All STCs/ Arty HQrs Faridkot,  
All BSF Arty Regts/ All Composite Hospitals/  
CENWOSTO/ CSMT Tekanpur/ TSU Tekanpur/  
ATS Tekanpur/ NTCD Tekanpur/ BIDR Tekanpur  
Signal Regiment FHQ BSF/ SIW/ SRO  
Water Wing Bhuj(Gujarat)/ Madhopur(Punjab)/  
South Bengal(Kolkata)/ Dhubri(Assam)/

Subject : PREPARATION AND MAINTENANCE OF ANNUAL PERFORMANCE ASSESSMENT REPORT (APAR)

The existing nomenclature of the Annual Confidential Report has been modified as Annual Performance Assessment Report (APAR) from the reporting year 2009-10. In this regard, the attention is invited to the instructions on the subject contained in GOI, Ministry of Personnel, Public Grievances and Pensions, DoP&T OM No.21011/01/2005-Estt(A) (Pt-II) dated 14 May 2009 and dated 23 July 2009 (copy of all memos enclosed).

02. In order to implement the DoP&T's instructions, the proformae of APAR for all ranks of the force have been prepared (copies enclosed ) in six categories, as under :-

- APAR
- (a) For DIG/ IG /ADG
  - (b) For AC to Comdt
  - (c) For SI/ Inspr/ Sub
  - (d) For HC/ ASI
  - (e) For Constable
  - (f) Six Monthly Performance Assessment Report

03. There is no change in the existing channel of rendition of APAR and their maintenance and custody. The full APAR including the overall grade and assessment of integrity shall be communicated by Accepting Authority to the concerned official/officer with the complete remarks of the Reviewing officer and the Accepting Authority. After disclosure of APAR to concerned officer/ officials, the acknowledgement must be obtained and placed in CR Dossier alongwith APAR.

