

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR
MAHATMA GANDHI AVENUE DURGAPUR-713 209(WEST BENGAL), INDIA

No. NITD/Estt./ APAR/2019

Dated:- 19th July, 2019

NOTIFICATION

This is to notify to all concerned Non-teaching employees of the Departments/ Sections/ Centers and Central facilities of the Institute that, for compliance of directive of Govt. of India, Ministry of Public Grievances and Pensions (Department of Personnel and Training) vide Office Memorandum No.21011/1/2005-Estt (A) (Pt-II) dated 23.07.2009 Annual Performance Assessment Report (APAR) has been introduced for all classes of employees for consideration of all type of financial up-gradation, confirmation to appointment etc. Eligibility of regular employees shall be assessed based on the performance of the service record.

In context to the above, APAR form which is available in the Institute Website, to be filled up by the respective Non-teaching employees of the Institute for the year 2017 and 2018 and the duly filled-in form to be submitted to their respective Reporting Officer by cease work of 22nd July, 2019.

The Reporting Officers are advised to submit the same APAR form after their assessment to the respective Reviewing Officer by cease work of 23rd July, 2019.


19.07.19
Registrar

Copy forwarded for information to:-

1. Director.
2. All Deans.
3. All Head of the Departments / Sections/ Centers & Central facilities- with a request to circulate amongst the Non-teaching employees of the Department / Section.
4. Web- Master- for display in the Institute Website.
5. Director Secretariat.
6. Registrar Secretariat.
7. File copy.


Dy. Reg (Estt.)
19/07/19

JKR

