

CSU/APAR/2023-Admn./17
CENTRAL SANSKRIT UNIVERSITY
Janak Puri, New Delhi-110058
Accredited with 'A++' Grade by NAAC

Dated: 02.04.2024

CIRCULAR

Sub:- Regarding filling of Annual Performance Assessment Report (APAR) in Online mode for the Year 2022-23.

Further to this office Circular dated 06.02.2024 regarding consolidated instructions for filing of APAR in online mode for the year 2022-23, all the officers/officials of Group A, B & C (non-teaching) are hereby informed that the time period for filling and Reviewing of APAR has been extended, as per the following schedule:

Last date for reporting the self-appraisal (APAR) by employee itself is **20.04.2024**

Last date for Reporting officer is **30.04.2024**

Last date for Reviewing officer is **10.05.2024**

All HODs/Section heads are requested to ensure needful circulation of the aforesaid instructions among officials/officers under their control for due compliance. In case of any difficulty in filling the APAR, Project officer I/c, Project Section, Central Sanskrit University, Janakpuri, Delhi, may be contacted.

Encl:- As above.


(Prof. R.G. Murali Krishna)
Registrar I/c

Copy to:

1. P.S. to Vice-Chancellor for kind information of Hon'ble Vice-Chancellor.
2. The Director(s), all Campuses of CSU, Delhi.
3. The Director, MSP, CSU, Delhi.
4. D.D. (Admin), CSU, Delhi.
5. All Section Heads at HQ office, CSU, Delhi.
6. Project Officer/ICT I/c- with request to upload this circular in CSU website and to initiate necessary action to enable the employees to file their APAR on SAMARTH Portal, smoothly.
7. Notice Board, Headquarter office, CSU, Delhi.