

F.No. CSU/13018(11)/1/2025-Admn/735
CENTRAL SANSKRIT UNIVERSITY
[Established by an Act of Parliament]
Janakpuri, New Delhi - 110058

Date: 16.06.2025

CIRCULAR

Sub:- Extension of Last Date for Submission of Self-Appraisal under Online APAR for the Reporting Year 2024-25 - Reg.

In continuation of this office Circular No. CSU/13018(11)/1/2025-Admn/526 dated 08.05.2025 regarding the filing of Annual Performance Assessment Report (APAR) in online mode for the reporting year 2024-25, all Officers/Officials of Group 'A', 'B' & 'C' (Non-Teaching) are hereby informed that the last date for submission of self-appraisal has been extended up to 30.06.2025. Accordingly, the revised schedule for completion of APAR is as under:

Activity	Deadline
Submission of Self-Appraisal	10-07-2025
Reporting by Reporting Officer	20-07-2025
Review by Reviewing Officer	31-07-2025

All concerned are requested to adhere to the revised schedule and complete the APAR process through the SAMARTH Portal under the HR tab - Career Advancement Scheme using their unique login credentials.

All HODs/Section Heads are requested to circulate this information among officials/officers under their control for due compliance.

This issues with the approval of the Competent Authority.


[Prof. R.G. Murali Krishna]
Registrar In-charge

Copy to:

1. The Director (s), all Campuses of CSU, Delhi.
2. The Director, MSP, CSU, Delhi.
3. Deputy Director (Admin), CSU, Delhi.
4. All Section Heads at HQ office, CSU, Delhi.
5. Project Officer/ICT In-charge: - with request to upload this circular in CSU website and to ensure smooth access to the APAR module on SAMARTH Portal