



GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

New Delhi, Dated 23.04.18

No. 2018/SCC/03/10

The General Manager,
All Zonal Railways/PUs etc.
(CR, ER, ECR, ECoR, NCR, NER, NFR, NF(C), NR, NWR, SER, SCR, SECR, SWR, WCR, WR)
(CLW, DLW, DMW, ICF, RCF, RWF, COFMOW, CORE)
(RDSO, IRIMEE, IRICEN, IRIEEN, IRISSET, NAIR, IRITM)

Sub: Consideration of time-barred representation against entries in the APAR etc.

As per instructions of DOP&T, from the reporting year 2008-09 onwards, representations against entries and the final grading given in the APAR, if any, are to be submitted by the officers concerned within a period of 15 days from the date of receipt of the entries in the APAR. However, at times, officers submit representations very late. As regards consideration of such time-barred representations, DOP&T has advised as under:-

"....., it may be judicious if the Competent Authority may be allowed to extend time if it may be held by reasons recorded in writing that the officer was prevented to do so (make representation) within the time by 'reasonable cause'."

- 2. Railways/PUs etc. may please keep the above in view while dealing with time-barred representations against APARs.

SC Krishna
(SC Krishna)
Under Secretary(Confidential)
Railway Board

Copy to:

All officers in Railway Board