

No. 61/1/2013-3GS-III
Government of Haryana,
Chief Secretary's office,
General Administration Department

Dated, Chandigarh, the 29th May, 2020

To

1. All Administrative Secretaries to Government, Haryana.
2. All Heads of the Department in Haryana.
3. All the Divisional Commissioner/Deputy Commissioners in Haryana.
4. All the Chairman,/Managing Directors/Chief Administrator of Board and Corporations in Haryana.
5. The Adviser to Administrator, U.T. Administration, Chandigarh.
6. All IAS officers in Haryana.
7. All HCS officers in Haryana.

Subject :- Regarding extension of timelines for recording of Performance Appraisal Report of HCS (Ex.Br.) officers for the year 2019-2020.

Sir/Madam,

I am directed to refer to the subject noted above to say that due to the situation arising out of spread of COVID-19 and the consequent nationwide lockdown, the cut-off dates prescribed for recording of Performance Appraisal Reports of the HCS (Ex.Br.) officers for the year 2019-2020 has been extended vide State Government letter No. 31/2/2020-2PAR Cell, dated 21.4.2020 as under, as one-time measure:-

Activity	Cut-Off dates extended upto
Blank PAR form to be given to the officer reported upon by the Personnel Department specifying the reporting, reviewing and accepting authority	1 st June, 2020
Self Appraisal for current year	30 th June, 2020
Appraisal by reporting authority	31 st July, 2020
Appraisal by reviewing authority	31 st August, 2020
Appraisal by accepting authority	30 th September, 2020

2. Now, it has further been decided by the competent authority that irrespective of their date of retirement, the Reporting/Reviewing/Accepting Authorities retiring from 29.2.2020 to 30.6.2020 shall be allowed to record Performance Appraisal Reports of HCS(Ex.Br.) officers for the year 2019-2020 within one month after 30th June, 2020, the revised date for submission of self appraisal (i.e. upto 31st July, 2020) by giving relaxation in the State Government instruction issued vide letter no. 8367-3S-71/26929, dated 23.12.1971, as one time measure only.

Yours faithfully,



Under Secretary, General Administration Department,
for Chief Secretary to Government, Haryana.