

NORTH CENTRAL RAILWAY

NCRPS-6194/2022

Headquarters Office  
Subedarganj, Prayagraj

No. 797-E/NCR/Policy/2022/APAR

Dated: .11.2022

All PHODs / CHODs/ HODs, NCR HQ office, PRYJ,  
Divisional Railway Manager AGC/JHS/PRYJ,  
CWM/JHS WS, CWM/ MLR WS, CWM/ RSK/STLI, CWM/CPOH PRYJ,  
Sr. DPO AGC/JHS/PRYJ, Dy. CPO/IR & Const PRYJ, Dy. CPO/WS/JHS,  
SPO/MLR, APO /RSK/STLI, CEE/WS/ JHS, Dy. CE/WS/JHS, Dy. CMM/GSD JHANSI,  
Dy. CE/ Bridge Line AGC/JHS/PRYJ, Dy. CE/ TMC Line JHANSI Dy. CE / CSP PRYJ, Staff  
Officer/RPF/NCR/HQ/PRYJ. Dy.FA&CAO/G/NCR,  
Principal- ETC/ Kanpur. Principal- IRTMTC / PRYJ, Principal- CETA / Kanpur, Principal-  
Supervisor Training Centre /Jhansi, Principal- Area Training Centre/Jhansi, Principal-  
Transportation Training Centre, Subedarganj / PRYJ, Principal- Basic Training Centre,  
Loco/Jhansi, Principal- BTCC&W/Jhansi, Principal- BTC, Wagon Workshop/Jhansi, Principal-  
C&W training Centre/ Kanpur, Principal- Permanent Way Training Centre/JHS, Principal-  
Electric Training Centre/TRD/Jhansi.

**Sub:-** Finalization of pending APARs for the year 2020-21 —reg.

**Ref:-** Railway Board Letter No. PC-VII/2020/HRMS/23 dated 22.11.2022.

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Copy of Railway Board's letter No. PC-VII/2020/HRMS/23 dated 22.11.2022, is annexed herewith for further necessary action.

Policy Letter Circulated under NCRPS is also be available on website [www.ncr.indianrailways.gov.in](http://www.ncr.indianrailways.gov.in) (About us→Department→Personnel→NCR Policy Circulars).

**DA:** As above

**Digitally Signed by Adesh**

**Kumar Mishra**

**Date: 01-12-2022** (Adesh Kumar Mishra)

**Reason: Approved** APO/HQ

for General Manager/P

C/- Secretary to GM for kind information to General Manager.

C/-Secretary to AGM for kind information to AGM.

C/- All Personnel Officer in HQ.

C/- APO/IR for information and necessary action.

C/- CS&WI/HQ for obtaining the information over NCR and submit the same directly to Rly.Bd.

Received via Mail

19  
29/11/22

08  
30/11/22

**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)**

29/11/22  
No. PC-VII/2020/HRMS/23

New Delhi, dated: 22.11.2022

PCPO

Principal Chief Personnel Officer  
All Indian Railways,  
(As per standard designations)

CPO/A 22/11  
22. CPO/HCA  
SPOT HCA

**Sub: Finalization of pending APARs for the year 2020-21 -reg**

APARs for the year 2020-21 have been finalized in Field Units through e-APAR module of HRMS. However, it is observed that around 26400 APARs for the year 2020-21 are yet to be finalized in Field Units despite giving several extensions for the completion of the same.

2. This issue of pending APARs of 2020-21 has been examined in detail in Board's Office and it has been decided that pending APARs will not be accepted in manual mode and these APARs will be treated as missing that has happened when manual system of APARs was in place.

3. As regards finalization of APARs for the subsequent years, it has been decided that option for Force Forwarding of pending APARs in the e-APAR module of HRMS is being explored in consultation with CRIS so that the pending APARs are force forwarded to next authority after expiry of due date of APAR submission in order to avoid delay in the completion of APARs.

17/12/21  
Ch. OS/Headline  
22/11/2022

22/11/2022  
(Garima Srivastava)  
Executive Director, Training & MPP  
Railway Board  
Room No.303, Rail Bhawan

Copy to : GM/EPS/CRIS for kind information please

Chos/Paliy 22/11/22

Rail Bhawan, Raisina Road, New Delhi-110001