

Most Urgent

Letter No.-6/C.R.-17/2013 G.A.D-  
Government of Bihar  
General Administration Department

From,

Kanhaiya Lal Sah ,  
Under Secretary to Govt.

To,

All IAS Officer posted in State Govt. Bihar

Patna-15, Dated-

Sub:- Online filling of PAR by IAS officers- Reg.  
Sir,

I am directed to state that Ministry of PG & Pension, Department of Personnel & Training, Govt. of India has directed that it has been decided that PAR for the years 2014-15 would be recorded online only and the PARs recorded manually would not be allowed on record. In case any difficulty in recording PARs online they may contact the help desk created for the purpose at 011-23093416 or e-mail to support-sparrow@nic.in which would be looked into immediately.

Copy of the instructions issued by Establishment Officer and Additional Secretary, Ministry of Personnel, PG & Pension, Department of Personnel and Trainig, Government of India's vide Letter No.- 4/8/2008-EO(PR), dt. 21<sup>st</sup> April, 2015 is enclosed herewith for information and necessary action.

The officers who could not get DSC e-token are requested to get DSC e-token from Bihar State Electronics Development Corporation Ltd.(BELTRON). In case of any difficulty regarding DSC they may contact Nodal Officer of Beltron Smt. Kiran Sinha on her Mobile No. 09473197810.

Enclosure- As above.

Yours faithfully,

Sd/-

(Kanhaiya Lal Sah)

Under Secretary to Govt.

Memo No.-6/ C.R.-17/2013 G.A.D- 7430/ Patna-15, Dated- 20-8-15

Copy to : Principal Secretary-cum-custodian (PAR), General Administration Department, Bihar/ Joint Secretary-cum-PAR Manager, G.A.D, Bihar/ E.M.D Manager (PAR), G.A.D, Bihar/ Sri Manoj Kumar Panigrahi, PSA-cum-Nodal Officer of Sparrow (NIC), VC Cell, Old Secretariat, Patna/ All concerned, Section-6, G.A.D, Patna with enclosure for information and necessary action.

Enclosure- As above.

20/8/2015  
Under Secretary to Govt.



राजीव कुमार  
**RAJIV KUMAR**  
 स्थापना अधिकारी  
 और अतिरिक्त सचिव  
**ESTABLISHMENT OFFICER  
 & ADDITIONAL SECRETARY**  
 Tel. : 23092370  
 Fax : 23093142

F. No. 4/8/2008 - EO(PR)

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भारत सरकार  
 कार्मिक और प्रशिक्षण विभाग  
 कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
 नोर्थ ब्लॉक, नई दिल्ली - 110001

GOVERNMENT OF INDIA  
 DEPARTMENT OF PERSONNEL & TRAINING  
 MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES  
 AND PENSIONS  
 NORTH BLOCK, NEW DELHI - 110001



The Chief Secretaries of  
 all State Governments/  
 Union territory Administrations  
 (As per standard List)

Dated, the 21<sup>st</sup> April, 2015  
**JS (IAS)**

Important . P.L.  
 speak . (I.T.)  
 Manager to remain  
 present.

12/5/15  
 (A. Subhan)

Dear Sir/Madam,

As you are aware, SPARROW was launched w.e.f. 01.04.2014 to enable the IAS officers to file their Performance Appraisal Report (PAR) online for the year 2013-2014. I am happy to share with you that 5150 P-ARs were generated online by 31<sup>st</sup> December, 2014. Out of these, 1763 PARs reached dossier in SPARROW after online completion and a substantial numbers were closed at the level of officer reported upon reporting, reviewing and accepting authority when the software was disabled on the midnight of 31<sup>st</sup> December, 2014 as per Rule 5(1) of All India Services (PAR) Rules 2007. The PARs so closed in the software are available in the respective dossier of the officer in SPARROW and readily accessible to concerned officers, respective State Governments and DoPT. In current year i.e. 2014-15 about 2818 PARs have already been generated online, out of which 357 are pending with different reporting authorities while around 258 are at disclosure/completion stage.

2. The very idea of switch over from manual to online system was to ensure ready access of the PAR dossier by the authorized users, preventing loss of PARs in transition, address the issues of ante-dating, remarks recorded by the Reporting Authorities without dates etc. You would appreciate that all these issues have been addressed in the PARs which are recorded online. That being the first year of online filing, there were some issues relating to making available the DSCs to each officer to authenticate his self-appraisal as well as record the assessment of his subordinate officers, familiarization with the software, etc. Considering these teething problems, the PARs recorded manually were allowed to be taken on record for the year 2013-2014.

3. Since by now all the officers must have been issued DSC and requisite system to enable the officer to file their PARs online would have been in place in each State/Central Ministry/Department, it has been decided that PARs for the year 2014-15 would be recorded online only and the PARs recorded manually would not be allowed on record. This would, however, not apply to part PARs for the year 2014-15 which have been written manually and already taken on record.

Contd...2/-

JS (IAS)  
 11 MAY 2015  
 मुख् सचिव का कार्यालय  
 बिहार, पटना  
 12/5/15  
 121-6  
 13/5