

No. 31/2/2020-2 PAR Cell  
Government of Haryana,  
Chief Secretary's office,  
Personnel Department.

Dated, Chandigarh, the 21<sup>st</sup> April, 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.

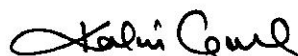
**Subject :- Regarding extension of timelines for recording of Performance Appraisal Report of HCS (Ex.Br.) officers for the year 2019-2020.**

Sir/Madam,

I am directed to refer to this department's letter of even number dated 11.03.2020 on the subject noted above and to say that due to the situation arising out of spread of COVID-19 and the consequent nationwide lockdown, the competent authority has decided to extend the cut-off dates prescribed for recording of Performance Appraisal Reports of the HCS (Ex.Br.) officers for the year 2019-2020, as a one-time measure. Accordingly, the revised timelines for recording of PARs of the HCS (Ex.Br.) officers for the year 2019-2020 will be as under:-

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

Yours faithfully,



Superintendent Services-I,  
for Chief Secretary to Government, Haryana.