No. 61/1/2013-3GS-III
Government of Haryana,
General Administration Department
(General Services-III Br.)

Dated, Chandigarh, the 26th June, 2020.

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the 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 the IAS officers in Haryana.
7. All the HCS officers in Haryana.


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Sir/Madam,

I am directed to refer letter of even number dated 29.05.2020 on the subject cited 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 have been further extended as under:-

<table>
<thead>
<tr>
<th>Activity</th>
<th>Cut-Off dates prior to lock down</th>
<th>Cut-Off dates extended vide letter dated 21.04.2020</th>
<th>Revised Cut off dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self Appraisal for current year</td>
<td>30th April, 2020</td>
<td>30th June, 2020</td>
<td>31st August, 2020</td>
</tr>
<tr>
<td>Appraisal by reporting authority</td>
<td>31st May, 2020</td>
<td>31st July, 2020</td>
<td>30th September, 2020</td>
</tr>
<tr>
<td>Appraisal by reviewing authority</td>
<td>30th June, 2020</td>
<td>31st August, 2020</td>
<td>31st October, 2020</td>
</tr>
<tr>
<td>Appraisal by accepting authority</td>
<td>31st July, 2020</td>
<td>30th September, 2020</td>
<td>30th November, 2020</td>
</tr>
</tbody>
</table>

2. It has further been decided by the Government that irrespective of their date of retirement, the Reporting/Reviewing/Accepting Authorities retiring during the period from 29.02.2020 to 31.10.2020 shall be allowed to record Performance Appraisal Reports of HCS (Ex. Br.) officers for the year 2019-2020 as per revised time lines 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.

3. Further, there is a requirement of medical report of the officers. Due to Covid-19 situation it may be burden on healthcare system as well as risk to HCS (Ex. Br.) officers to get medical examination done for submitting mandatory summary of Medical Report along with self-appraisal. Therefore, it has also been decided by Government to delink the submission of summary of Medical Report from recording and completion of PAR for the year 2019-20 in respect of HCS (Ex. Br.) officers and also extend the timelines for Annual Medical Examination and thereafter submitting the summary of Medical Report for the year 2019-2020 for a further period up to 31.12.2020.

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