

**DATE BOUND**  
**IMMEDIATE**

No. 31/14/2024-2 PAR CELL  
GOVERNMENT OF HARYANA  
CHIEF SECRETARY'S OFFICE  
DEPARTMENT OF PERSONNEL

Dated Chandigarh, the 28.10.2024

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 Boards 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.

**Subject: Further Extension of timelines for recording of PAR for the year 2023-24 in respect of HCS officers by the reporting / reviewing / accepting authorities - reg.**

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Sir/Madam,

I am directed to invite reference to this department's letter No. 31/14/2024-2PAR dated 31.07.2024 on the subject noted above and to say that Government of India vide letter F.No. 11059/03/2024-AIS-III dated 25.10.2024 (copy enclosed) has further extended time line of PAR in case of reporting authority only for recording PAR of AIS officers for the year of 2023-24. On the pattern of further extended time schedule of IAS officers, it has been decided to revise the following time schedule for completion of PARs of HCS officers also for the year 2023-24 as under:-

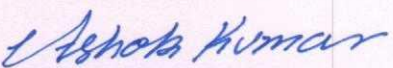
Activity		Cut-off dates			
	Vide letter dated 14.03.2024	Revised vide letter dated 27.05.2024	Revised vide letter dated 28.06.2024	Revised vide letter dated 31.07.2024	Further Revision of timelines of PARs
Self appraisal for current year	31 <sup>st</sup> May,2024	30 <sup>th</sup> June, 2024	31 <sup>st</sup> July, 2024	15 <sup>th</sup> August 2024	15 <sup>th</sup> August 2024
Appraisal by reporting authority	31 <sup>st</sup> July,2024	31 <sup>st</sup> August, 2024	30 <sup>th</sup> September, 2024	15 <sup>th</sup> October 2024	<b>15<sup>th</sup> November, 2024</b>
Appraisal by reviewing authority	30 <sup>th</sup> September,2024	31 <sup>st</sup> October, 2024	30 <sup>th</sup> November, 2024	15 <sup>th</sup> December, 2024	15 <sup>th</sup> December, 2024
Appraisal by accepting authority	31 <sup>st</sup> December,2024	31 <sup>st</sup> December, 2024	31 <sup>st</sup> December, 2024	31 <sup>st</sup> December, 2024	31 <sup>st</sup> December, 2024



2. It may be noted that upon the extension of the timeline for reporting officer, the auto-forwarded PARs would be revert back to same stage from which the PARs were auto-forwarded and the data entered after auto forwarding will also be elapsed. Therefore, if the reviewing authority has recorded the comment on the auto-forwarded PAR, it will elapsed and the reviewing authority has to record their comments again.

3. Notwithstanding anything contained herein, no remarks may be recorded after 31<sup>st</sup> December, 2024 in the PAR of HCS officers for the year 2023-24.


Yours faithfully

  
Superintendent PAR Cell  
for Chief Secretary to Government, Haryana.

Endst. No. 31/14/2024-2PAR

Dated 28.10.2024

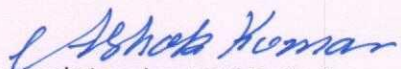
A copy, each, is forwarded to the Chief Principal Secretary/ Principal Secretary /Additional Principal Secretary/Special Senior Secretaries/Senior Secretaries/Sekretaries/Private Sekretaries to Chief Minister/ Ministers/State Ministers, Haryana for information of Chief Minister/Ministers/State Ministers of Haryana.

  
Superintendent PAR Cell  
for Chief Secretary to Government, Haryana.

Endst. No. 31/14/2024-2PAR

Dated 28.10.2024

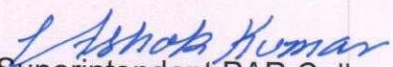
A copy is forwarded to the Special Secretary to Government, Haryana Human Resources Department (HR-1 Branch) w.r.t State Government letter No. 61/1/2013-2GSIII dated 9/11.4.2014 for information and necessary action.

  
Superintendent PAR Cell  
for Chief Secretary to Government, Haryana.

Endst. No. 31/14/2024-2PAR

Dated 28.10.2024

A copy is forwarded to the Deputy Director General & SIO, NIC Haryana with the request to make necessary provisions as per extension of timelines instructions in HRMS and intrahry.gov.in for writing process of PAR of HCS officers for the year 2023-24.

  
Superintendent PAR Cell  
for Chief Secretary to Government, Haryana.



F. No.11059/03/2024-AIS-III  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training  
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North Block, New Delhi  
Dated: 25<sup>th</sup> October, 2024

To,

The Chief Secretaries of States / UTs

**Subject:- Extension of timelines for recording of PARs for the year 2023-24 - reg.**

Sir / Madam,

I am directed to refer to DoPT's letters dated 27.05.2024, 28.06.2024 and 31.07.2024 regarding extension of timelines for recording of PARs for the year 2023-24. In this regard, it has come to notice that still some reporting officers have not recorded their remarks in PARs.

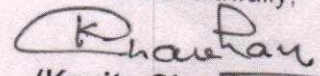
2. Accordingly, the matter has been duly considered in this Department and it has been decided to further extend the timelines of PAR in case of Reporting Authority only, as indicated below:

Activity	Cut off dates				
	Existing timeline as per AIS (PAR) Rules, 2007	Revised vide letter dated 27.05.2024	Revised vide letter dated 28.06.2024	Revised vide letter dated 31.07.2024	Further revision of timelines of PARs
Self Appraisal for current year	31 <sup>st</sup> May, 2024	30 <sup>th</sup> June, 2024	31 <sup>st</sup> July, 2024	15 <sup>th</sup> August, 2024	15 <sup>th</sup> August, 2024
Appraisal by Reporting Authority	31 <sup>st</sup> July, 2024	31 <sup>st</sup> August, 2024	30 <sup>th</sup> September, 2024	15 <sup>th</sup> October, 2024	15 <sup>th</sup> November, 2024
Appraisal by Reviewing Authority	30 <sup>th</sup> September, 2024	31 <sup>st</sup> October, 2024	30 <sup>th</sup> November, 2024	15 <sup>th</sup> December, 2024	15 <sup>th</sup> December, 2024
Appraisal by Accepting Authority	31 <sup>st</sup> December, 2024	31 <sup>st</sup> December, 2024	31 <sup>st</sup> December, 2024	31 <sup>st</sup> December, 2024	31 <sup>st</sup> December, 2024

3. It may be noted that upon the extension of the timeline for reporting officer, the auto-forwarded PARs would be revert back to same stage from which the PARs were auto -forwarded and the data entered after auto forwarding will also be elapsed. Therefore, if the reviewing authority has recorded the comment on the auto- forwarded PAR, it will elapsed and the reviewing authority has to record their comments again.

4. Notwithstanding anything contained herein, no remarks may be recorded after 31<sup>st</sup> December, 2024 in the PAR of AIS officers for the PAR year 2023-24, in accordance with the 2<sup>nd</sup> proviso of the AIS (PAR) Rules, 2007, as amended.

Yours faithfully,

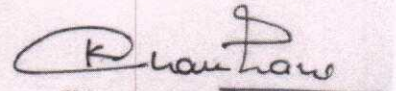
  
(Kavita Chauhan)

Under Secretary to the Government of India  
Tel: 011-23094379



Copy for information and necessary action to :-

- (1) All Ministries /Departments of Government of India.
- (2) Ministry of Home Affairs, being Cadre Controlling Authority for IPS, North Block, New Delhi.
- (3) Ministry of Environment, Forest & Climate Change, being Cadre Controlling Authority for IFoS, Lodhi Road, Jor Bagh, New Delhi.
- (4) The Under Secretary, EO(PR) Section, DOPT - for information and necessary action.
- (5) NIC, DOPT - for uploading on DOPT's website



(Kavita Chauhan)

Under Secretary to the Government of India

Tel: 011-23094379