

Most Immediate

भारत सरकार
Government of India
सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय
Ministry of Statistics and Programme Implementation
अधीनस्थ सांख्यिकीय सेवा प्रभाग
Subordinate Statistical Service Division

सरदार पटेल भवन
Sardar Patel Bhawan,
संसद मार्ग, नई दिल्ली-110001
Sansad Marg, New Delhi-110001

Dated: 08th August, 2019

OFFICE MEMORANDUM

Subject: Introduction of "SPARROW" for Subordinate Statistical Service (SSS) Officers.

The undersigned is directed to refer to SSS Division O.M. of even number dated 18th March, 2019 vide which various timelines for submission of APAR for the year 2018-19, on SPARROW portal in respect of SSS Cadre Officers has been issued.

2. Datelines for recording of remarks by various authorities have been extended vide DoPT's O.M. No.21011/02/2015-Est(A-II)-Part II dated 18th April, 2019. In term of said OM, last date for recording of APARs by Reporting Officers was 31st July, 2019. An overall status of online APARs generated on SPARROW portal of Subordinate Statistical Service (SSS) Cadre officers reveal that large number of APARs are still pending at various stages i.e. Self-Appraisal /Reporting /Reviewing or Disclosure. It is, therefore, again reminded that pending APAR's may be completed at earliest without waiting for last date. Timely alert may be sent by PAR Custodian to the officer concerned for completion of pending APAR's at their stage.

3. Department of Personnel & Training instructions on writing of APAR stipulate that where Reporting/Reviewing Officer retires, he may be allowed to give the report on his subordinates within one month of retirement. All the officers are therefore reminded that the APAR must be timely submitted to them for Reporting or Reviewing, so that the APARs may be Reported/Reviewed within the stipulated period of one month. All the PAR Manager and Custodian may take responsibility to timely generate APARs well in advance, where the Reporting/Reviewing Officer going to retired so that the Report/Review in such cases may be completed in time.

4. All the Ministries /Departments /Organisations are also requested to intimate progress made in implementation of 'SPARROW' in their Department in the proforma **(Annexure-A)**.

5. The information may be furnished to this division by e-mail only at dir-sss-mospi@nic.in. It is requested that the same may be done at the earliest.

Encl: As above.


(Amresh Bahadur Pal)
Deputy Director (SSS)
Tel. 011-23742176

Copy for information and necessary action to:

1. All the participating Ministries/Departments/Organisations of SSS;
2. US (Admin.I) and US (Admin.II), MoSPI;
3. DDG (Admn.), NSSO (FOD) Hqrs. New Delhi with a request to circulate this letter to all the ZO's/RO's/SRO's for immediate compliance;
4. ✓ Computer Centre, R.K. Puram, New Delhi with the request to place in the official website of the Ministry under the APAR Circulars of SSS.

Copy also to:

1. PPS to Secretary, MoSPI;
2. PPS to JS (Admin.), MoSPI;
3. PS to Director (APAR), MoSPI.

