

Most Immediate

No.12021/1/2016-SSS
भारतसरकार
Government of India
सांख्यिकी एवंकार्यक्रमकार्यान्वयनमंत्रालय
Ministry of Statistics and Programme Implementation
अधीनस्थसांख्यिकीय सेवाप्रभाग
Subordinate Statistical Service Division

सरदारपटेलभवन
Sardar Patel Bhawan,
संसदमार्ग, नई दिल्ली-110001
SansadMarg, New Delhi-110001

Dated 06th October, 2017

OFFICE MEMORANDUM

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

As the participating Ministries /Departments /Organisations are aware that online recording of APAR has been made mandatory for SSS Cadre Officers from the Reporting Year 2016-17 onwards. The website enabling online filing of APAR for SSS Officers has been made live from 27th June, 2017 and is accessible through <https://sparrow-sss.eoffice.gov.in>. Detailed instructions with regards to ensure preparatory steps for working through online system were issued vide O.M. of even number dated 27th June, 2017.

2. For online filing of APAR, all participating Ministries /Departments /Organisations were already requested to nominate officers to perform role of **PAR Custodian** and **PAR Manager** vide O.M. of even number dated 23rd May, 2017. In case of difficulties being faced in the online system, contact details of officer from SSS Division, was also provided vide above said OMs. Ministries /Departments /Organisations were also advised to send their difficulties through e-mail at **dir-sss-mospi@nic.in**.

3. Many Ministries /Departments /Organisations have started working on the SPARROW. On assessment of progress made for SPARROW for SSS officers, it has been observed that still a number of Ministries /Departments /Organisations are there in which the process of creation of workflow and generation of APARs has not yet started. Names of these Ministries /Departments /Organisations are given at **Annexure-A**. It has come to notice that most of online APARs are still under process and not yet closed till date. Hence, it is again reminded that entire APAR process should be completed by 31st December 2017, after which APAR will be

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finally taken on record. No changes can be made in the APAR after the midnight of 31st December 2017 and same will be automatically closed and finally submitted irrespective of its pendency in the channel.

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

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.

Saraswathy

(K. Saraswathy)

Under Secretary to the Government of India

Tel. 011-23340888

Copy for information and necessary action to:

1. All the participating Ministries/Departments/Organisations of SSS.
2. 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.
3. ✓ 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 Joint Secretary;

List of Ministries /Departments /Organisations in which online filing of APARs is not yet started for SSS Officers

Sl. No.	Name of Ministries /Departments /Organisations
1	Commission for Agriculture Costs & Prices, M/o Agriculture
2	Deptt. of Agriculture & Cooperation, M/o Agriculture
3	Deptt. Of Animal Husbandry, Dairying & Fisheries, M/o Agriculture
4	Dte. of Marketing Inspection, Deptt. of Agriculture & Cooperation, M/o Agriculture
5	Dte. Of Plant Protection, Quarantine & Storage, Deptt. of Agriculture & Cooperation, M/o Agriculture
6	Dte. Of Economics & Statistics, Deptt. of Agriculture, Cooperation & Farmer Welfare, M/o Agriculture and Farmer Welfare
7	Deptt. Of Chemical & Petrochemicals, M/o Chemical & Fertilizers
8	National Pharmaceutical Pricing Authority, Deptt. Of Pharmaceuticals, M/o Chemical & Fertilizers
9	Dte. General of Supply & Disposals, Deptt. of Commerce (Supply Division)
10	Dte. General of Foreign Trade, Deptt. of Commerce, M/o Commerce & Industry
11	Deptt. of Food & Public Distribution
12	National Centre for Disease Control, Dte. General of Health Services , M/o Health & Family Welfare
13	All India Institute of Hygiene & Public Health, Ministry of Health & Family Welfare
14	Dte. General of Health Services, M/o Health & Family Welfare
15	Deptt. of Health & Family Welfare, M/o Health & Family Welfare
16	Central Leprosy Teaching & Research Institute, Dte. General of Health Services, M/o Health & Family Welfare
17	Bureau of Police Research & Development, Ministry of Home Affairs
18	O/o Economic Adviser, Deptt. Of Industrial Policy & Promotion, M/o Commerce & Industry
19	O/o Registrar of News Paper of India, M/o Information & Broadcasting
20	Dte General, Factory & Labour Institute
21	Dte. General of Employment & Training, M/o Labour & Employment
22	Labour Bureau, M/o Labour & Employment
23	Dt. General of Mines & Safety, M/o Labour & Employment
24	Indian bureau of Mines, M/o Mines, Deptt. of Mines
25	M/o Petroleum & Natural Gas
26	Central Electricity Authority
27	M/o Road Transport & Highways
28	M/o Rural Development
29	MSME-Development Institute, M/o Micro, Small & Medium Enterprises
30	National Statistical Systems Training Academy, M/o Statistics & P.I.
31	Anthropological Survey of India, Deptt. Culture, M/o Culture
32	National Building Organisation, M/o Urban Development & Poverty Alleviation
33	Department of Fertilisers, M/o Chemicals and Fertilizers
34	Central Water Commission
35	Central Research Institute, M/o Health & Family Welfare
36	Deptt. of Expenditure, M/o of Finance
37	Dte. Of Sugar & Vegetable Oils, Department of Food & Public Distribution, Ministry of Consumer Affairs, Food & Public Distribution
38	Vardhaman Mahavir Medical College, & Safdarjung Hospital, Department of Community Medicine
39	National Tuberculosis Institute, Directorate General of Health Services
40	M/o Development of North Eastern Region

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Sl. No.	Name of Ministries / Departments / Organisations
41	Central Bureau of Health Intelligence (CBHI), Directorate General of Health Services, Ministry of Health and Family Welfare
42	Deptt. of Posts, M/o Communication & IT
43	M/o Labour & Employment
44	Deptt. of Industrial Policy & Promotion, M/o Commerce and Industry
45	M/o Water Resources, River Development & Ganga Rejuvenation
46	National Crime Records Bureau, Ministry of Home Affairs
47	Deptt. Telecommunication, M/o Communications & I.T
48	Deptt. of Ayush, M/o Health & Family Welfare
49	Ministry of Drinking Water & Sanitation
50	BCG Vaccine Laboratory, Directorate General of Health Services, Ministry of Health and Family Welfare
51	M/o Shipping
52	National Sample Survey Office (Field Operations Division) Zonal Office, Jaipur
53	National Sample Survey Office (Field Operations Division) Regional Office, Srinagar
54	National Sample Survey Office (Field Operations Division) Regional Office, Chandigarh
55	National Sample Survey Office (Field Operations Division) Regional Office, Jaipur
56	National Sample Survey Office (Field Operations Division) Regional Office, Dehradun
57	National Sample Survey Office (Field Operations Division) Regional Office, Agra
58	National Sample Survey Office (Field Operations Division) Regional Office, Allahabad
59	National Sample Survey Office (Field Operations Division) Regional Office, Bhopal
60	National Sample Survey Office (Field Operations Division) Regional Office, Gwalior
61	National Sample Survey Office (Field Operations Division) Zonal Office, Kolkata
62	National Sample Survey Office (Field Operations Division) Regional Office, Patna
63	National Sample Survey Office (Field Operations Division) Regional Office, Burdwan
64	National Sample Survey Office (Field Operations Division) Regional Office, Kolkata
65	National Sample Survey Office (Field Operations Division) Regional Office, Malda
66	National Sample Survey Office (Field Operations Division) Regional Office, Bhubaneshwar
67	National Sample Survey Office (Field Operations Division) Regional Office, Sambalpur
68	National Sample Survey Office (Field Operations Division) Zonal Office, Guwahati
69	National Sample Survey Office (Field Operations Division) Regional Office, Guwahati
70	National Sample Survey Office (Field Operations Division) Regional Office, Gangtok
71	National Sample Survey Office (Field Operations Division) Regional Office, Kohima
72	National Sample Survey Office (Field Operations Division) Regional Office, Shillong
73	National Sample Survey Office (Field Operations Division) Regional Office, Dibrugarh
74	National Sample Survey Office (Field Operations Division) Regional Office, Vadodara
75	National Sample Survey Office (Field Operations Division) Regional Office, Mumbai
76	National Sample Survey Office (Field Operations Division) Regional Office, Raipur
77	National Sample Survey Office (Field Operations Division) Zonal Office, Bangalore
78	National Sample Survey Office (Field Operations Division) Regional Office, Hyderabad
79	National Sample Survey Office (Field Operations Division) Regional Office, Vijayawada
80	National Sample Survey Office (Field Operations Division) Regional Office, Bangalore
81	National Sample Survey Office (Field Operations Division) Regional Office, Hubli
82	National Sample Survey Office (Field Operations Division) Regional Office, Panaji
83	National Sample Survey Office (Field Operations Division) Regional Office, Thiruvananthapuram
84	National Sample Survey Office (Field Operations Division) Regional Office, Coimbatore
85	National Sample Survey Office (Field Operations Division) Regional Office, Chennai
86	National Sample Survey Office (Field Operations Division) Regional Office, Port Blair

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Details of progress made in implementation of SPARROW for Subordinate Statistical Service (SSS) for the period 2016-17

Annexure-B

Organisation Name	
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Sl. No.	Employee Code	Official Name	NIC Email ID e.g. abc@nic.in	Organization	Designation	Online APARs generated	Current Stage of Online APAR	Reasons for not Generating APAR Online
	(service code number)		NIC mail only be given	Name of Ministry/ Department/ Office with place of posting during 2016-17	SSO / JSO	Yes / No	(At Officer Reported Upon, Reporting, Reviewing etc.)	

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