

Most Immediate

No.12021/1/2016-SSS

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 22nd March, 2017

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

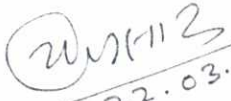
The undersigned is directed to refer to SSS Division O.M. of even number dated 22nd November, 2016 (copy attached) on the above mentioned subject and to say that it has become mandatory for SSS Cadre Officers to record their APAR online for the Reporting Year 2016-17 onwards.

2. Mandatory online APAR system for SSS Officers would be operationalise on the Smart Performance Appraisal Report Online Window (SPARROW) software of NIC and would be rolled out for APARs pertaining to the Financial Year 2016-17 onwards.

3. For online filing of APAR, participating Ministries /Departments /Organisations are requested to furnish complete information in respect of incumbents of SSS Cadre in the attached proforma (Annexure-I) and no column should be left blank. It is, requested that data in respect of SSS officers should be provided in the prescribed format using **MS-Excel only**. The data sent in other formats such as MS Word, PDF, JPEG shall not be accepted.

4. 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.


22.03.2017

(Yogendra Prasad)

Sr. Statistical Officer

Tel. 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.
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.

DD(RP1)
2/3

By. No. 5718 BDG (CC)
संज्ञक संख्या
Date 27.3.17
तारीख

No. 12021/1/2016-SSS
Government of India
Ministry of Statistics and Programme Implementation
(SSS Division)

Sardar Patel Bhawan,
Sansad Marg, New Delhi,
Dated 22nd November 2016

OFFICE MEMORANDUM

Subject: Mandatory online filing of APARs of SSS Officers – regarding.

It has been decided to make the online filing of APAR mandatory for the year 2016-17 and onwards in respect of Subordinate Statistical Services (SSS) Officers.


2. Mandatory online APAR system for SSS Officers would be modeled on the Smart Performance Appraisal Report Recording Online Window (SPARROW) system and would be rolled out for APARs pertaining to the Financial Year 2016-17 onwards.

3. For online filing of APAR, either 'Digital Signature Certificate (DSC)' or 'eSign' of every officer is required to authenticate the documents. Here it is relevant that 'DSC' requires a biennial renewal and has financial implication. It is, therefore, suggested that 'eSign' may be used for authentication of documents for APAR purposes. 'eSign' is more user-friendly too.

4. For 'eSign' of APAR, an NIC email and Aadhaar Number of each SSS Officer is a pre-requisite.

5. 'eSign' is an online service providing secure signing of electronic documents, wherein any Aadhaar card holder can digitally sign an electronic document through OTP based authentication. For OTP based authentication, the mobile number of the user should be registered with Aadhaar Number. Therefore, the current Mobile Number in use should be mapped with the Aadhaar Number of the officer.

6. In view of the above, all the officers of SSS are directed to create an email-id on NIC platform, if not already available with them and to get the Aadhaar Number, if they are not yet registered. It is to be mentioned that the current mobile number of the user should invariably be registered with the Aadhaar Number.


22.11.16

7. Creation of email-ids on NIC platform and registration for Aadhaar Number of SSS Officers, wherein the current Mobile Number should be registered, may be completed before 30th November 2016.
8. This issues with the approval of Competent Authority.

Shukla
22.11.16

(Vivek Shukla)
Joint Director (SSS)
Tel: 011-23742176

To:

1. All participating Ministries/Departments/Organisations for necessary action.
2. DDG (Admn.), NSSO (FOD) Hqrs. New Delhi.
3. DDG, NSSO (CPD), New Delhi.
4. DDG (CAP), MoSPI, New Delhi.
5. DDG (PI), MoSPI, New Delhi.
6. DDG (Computer Centre), New Delhi.
7. DDG (SSD), New Delhi.
8. HoD, NSSO (SDRD), Kolkata.
9. HoD, NSSO (DPC), New Delhi.
10. HoD, MoSPI, New Delhi.
11. Computer Centre for placing on the website of the Ministry under the link of SSS.

Copy to:

1. PPS to Secretary, MoSPI.
2. PPS to DG, CSO-cum-NSSO.
3. PPS to Joint Secretary.