



दक्षिण पूर्व मध्य रेलवे  
South East Central Railway



मुख्यालय कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004

HEAD QUARTER PERSONNEL DEPARTMENT, 1<sup>st</sup> FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004

सं. पी-एचक्यू/रुलिंग/पॉलिसी/14

दिनांक: 20.03.2023

प्रति,  
सर्व संबंधित

स्थापना नियम सं.- 73/2023

**विषय:-** Procedure for writing the APAR of Officers posted in Gati Shakti Units.

रेल्वे बोर्ड के पत्र सं. 2022/SCC/03/09(Pt.2) दिनांक: 14.03.2023 जो GM/SECR के पत्र सं. 2023/Z-APAR/POLICY/03 दिनांक: 14.03.2023 के माध्यम से जारी किया गया है, की प्रति सूचना, मार्गदर्शन तथा आवश्यक कार्यवाही हेतु प्रकाशित की जा रही है।

उपरोक्त नियम दफ्तरे की अधिकारिक वेब-साइट <http://www.secr.indianrailways.gov.in> एवं PCPO के share folder (10.206.2.18) पर निम्नलिखित लिंक पर उपलब्ध हैं:-

**Web-site-**

Home page—Dept./Div of SECR—HQ—Personnel—Rules & Publications

**Share Folder-**

Personnel—PCPO—Ruling—html—Estt. Rules

संलग्न:- यथोक्त.

(संग्राम सोरेन)  
20/3/23  
उप मुख्य कार्मिक अधिकारी (एच.आर.डी)  
कृते प्रधान मुख्य कार्मिक अधिकारी



**SOUTH EAST CENTRAL RAILWAY**

**BILASPUR (Chhattisgarh) - 495 004**

**महाप्रबंधक कार्यालय  
Office of General Manager**

**Phone: (07752) 269004  
Fax: (07752) 410575**

**No.2023/Z-APAR/POLICY/03**

**Dated: 14<sup>th</sup> March, 2023**

**To  
AGM/SECR,  
All Principal/Coordinating HODs/SECR  
CAO/CON/BSP, DRM/BSP, R & NGP  
CWM/WRS, CWM/MIB, CPM/GSU, BSP, R & NGP**

**Sub: Procedure for writing the APAR of Officers posted in  
Gati Shakti Units.**

**Ref: RB's letter No.2022/SCC/03/09(Pt.2) Dated 14.03.2023**

Please find enclosed herewith a copy of RB's letter No.2022/SCC/03/09(Pt.2) dated 14.03.2023 regarding procedure for writing the APAR of Officers posted in Gati Shakti Units for your kind information, guidance and necessary action. This may please be brought to the notice of concerned officers.

**Encl: As above.**

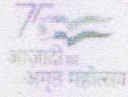
*Himanshu Jain*  
14/3/23

**(Himanshu Jain)  
Secretary to GM**

**For General Manager/SECR**

*Prakash*  
14/3/23

GOVERNMENT OF INDIA/ BHARAT SARKAR  
MINISTRY OF RAILWAYS/ RAIL MANTRALAYA  
(RAILWAY BOARD)



No. 2022/SCC/03/09(Pt.2)

New Delhi, Dated : 14.03.2023

The General Manager & equivalent  
All Zonal Railways/Production Units, CTIs, etc.

**Subject:** Procedure for writing the APAR of officers posted in Gati Shakti units-  
regarding.

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Procedure for writing the APARs of officers at Zonal Railway/PUs/Training Institutes, etc. were issued vide Board's letter dated 18.03.21. With the set up of new units of Gati Shakti in Divisions, many officers have been posted as CPM(Gati Shakti) including other officers in Sr. Scale/Jr. Scale/J.A. grade. Accordingly, in order to streamline the procedure for writing the APAR of officers posted in Gati Shakti units, It has been decided that workflow for officers posted at therein will be as under:

Officers	Reporting Authority	Reviewing Authority	Accepting Authority
CPM (GS)	DRM	AGM with countersignature by GM	Chairman & CEO
JAG	CPM (GS)	DRM with countersignature by CHOD/PHOD	GM
Sr. Scale/ Jr. Scale	Immediate superior/CPM(GS)	CPM with countersignature by DRM)/ DRM, if initiated by CPM	CHOD/PHOD

2. Necessary action may be taken accordingly.

  
(Ravi Shekhar)  
Director (Conf.)  
Railway Board