



दक्षिण रेलवे/SOUTHERN RAILWAY

No.P(R)184/P/Vol.XI

प्रधान कार्यालय/ Headquarters Office  
कार्मिक शाखा/ Personnel Branch  
चेन्नै/Chennai - 600 003  
दि./ Dated: 10-12-2020

पी बी सी सं/ PBC No: 200 / 2020

All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs /  
DPOs / SPOs / WPOs / APOs of HQ / Divisions / Workshops / other Units,  
etc.,

(As per mailing list -'A')

विषय/Sub: APAR of Non-Gazetted (NG) Staff in Level 6 (GP-4200)

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A copy of Railway Board's letter No.2018/Trans.Cell/S&T/APAR  
dated 04-12-2018 on the above subject is enclosed for information, guidance  
and necessary action.

*Meena Baskaran*  
10/12/2020

(Meena Baskaran)

Deputy Chief Personnel Officer/R&W.  
For Principal Chief Personnel Officer

संलग्न/Encl: as above

प्रतिलिपि/Copy to : The Genl Secy / SRMU  
The Genl Secy / AISCSTREA  
The Genl Secy / AIOBCREA  
The Genl Secy / NFIR  
Ch.S&WI / System to upload in the website

**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
RAILWAY BOARD**

No. 2018/Trans.Cell/S&T/APAR

Date: 04.12.2018

The General Manager, All Indian Railways/PUs, NF(Con), CORE  
The DG/RDSO/Lucknow, DG/NAIR/Vadodara  
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela, CAO/TROAF


**Sub: APAR of Non-Gazetted (NG) staff in Level 6 (GP- 4200).**

- Ref:**
1. Railway Board's letter no. E(NG) II-75CR/9 dated 14.09.1976.
  2. Railway Board's letter no. E(NG)I-82-CR/1 dated 20.03.1982.
  3. Master Circular no. 28 (E(NG)I/90/CR/4 dated 17.06.91).
  4. DRM/Solapur's letter no. SUR/Con/50/APAR/Instr/18 dated 25.09.2018.

With reference to DRM/Solapur's letter at (4) and Board's letter at (1, 2 & 3) above, and in consultation with Establishment Directorate, Board (CRB) have approved the following:

1. The APAR of Non-Gazetted (NG) staff in Level 6 (GP-4200), Section-I, shall be Reported upon by immediate superior i.e. Senior Supervisor in Level-7 (GP-4600). It shall be Reviewed by Junior Scale Officer/Senior Scale Officer or the next higher authority.
2. Section-II, for promotion to Group 'B' shall be Reported upon by Junior Scale Officer, Reviewed by Senior Scale officer & Accepted & JAG/SG/DyHoD level Officer.
3. The APAR of NG staff in Level 6 (GP-4200) shall normally be finalized at JAG/SG/DyHoD level Officer.
4. Other guidelines issued from Board shall remain unchanged and be modified as and when required.

Kindly acknowledge the receipt and ensure compliance.

  
04.12.18  
(Umesh Balanda)  
Executive Director/S&T  
Transformation Cell

**Copy: As per list attached.**