INDRAPRASTHA POWER GENERATION COMPANY LIMITED
PRAGATI POWER CORPORATION LIMITED
(A Govt. of NCT of Delhi Undertaking)

No. DM(HR)PAR/IPGCL/15-16/34

Dated: 23/6/2015

CIRCULAR

With the approval of Competent Authority the blank APAR’s/AAR’s forms of all categories have been uploaded in IPGCL website (employee’s corner) w.e.f. 07.02.2014 vide which Reporting & Reviewing Officers were requested to download the same from the company website henceforth and filled-in AAR’s shall be forwarded to PAR Cell of HR Department in the month of April/May of each Financial Year, in respect of the employees in category B, C&D who are working under their control. As regarding Executives i.e. Category-’A’, the concerned executives shall download the APAR’s from the website and filled-in APAR’s (Self Assessment) shall be forwarded to their concerned Reporting and Reviewing Officer for onward transmission to PAR Cell of HR Department in time.

However, it has been observed that 50% of APAR’s/AAR’s are yet to be received in the office of DM(HR)PAR (as on date) for the year 2014-15, from the concerned of all categories.

Hence, all the Reporting & Reviewing Officers are kindly requested to send filled in APAR’s/AAR’s for the Financial Year 2014-15 to the office of the undersigned on or before 30.6.2015. Otherwise it may be treated as concerned individual reporting/reviewing officer are not abide the Govt. of India guideline and any repercussion, the concerned, will be liable.

This may be treated as most priority.

(Y.P. ARORA)
GENERAL MANAGER (HR)

Copy to:

- PS to MD
- Sr. PS/PS to All Directors
- Sr. PS to GM(HR)/GM(Fin.)
- Sr. PS/PS/Sr.PA to all GM(T)’s/GM’s
- AGM (IT)/Sr.Manager(IT)
- Manager(HR)-1/IPGCL/LWO
- All Notice Boards, IPGCL/PPCL.

For kind information pl.
- do-
For compliance please.
- do-
For uploading in the Employees Corner of IPGCL/PPCL Website.
For compliance please.