

URGENT



**Government of India
Dr. Ram Manohar Lohia Hospital, New Delhi
Ministry of Health and Family Welfare**



F.No. Misc/2017-18-RMLH(APAR)/23

Dated: 13 /04/2018

Sub: Online recording of APARs through SPARROW for CHS and Dental doctors for the year 2017-18.

All the doctors under CHS and Dental cadre are hereby requested to fill in the enclosed proforma i.e. Part-I of the APAR for 2017-18.

This is required for entry of data i.e. Part-I in the software of SPARROW (Smart Performance Appraisal Report Recording Online Window) for online recording of the APARS. The information in the requisite proforma should be sent to APAR Cell, Room No. 21, Nursing Home **latest by 18.4.2018.**

**(Shambhu Kumar)
Deputy Director (Admn.)**

Copy to:

1. All Addl M.S.
2. All HODs
3. PS to MS

**ANNUAL PERFORMANCE APPRAISAL REPORT
FOR
OFFICERS OF THE CENTRAL HEALTH SERVICE**

Reporting for the year/period 2017-18

Part-I (PERSONAL DATA)

(TO BE FILLED BY OFFICER)

1.	Name of the Officer		
2.	Designation		
3.	Date of Birth		
4.	Date of Joining Central Health Services		
5.	Name of Sub-Cadre Speciality		
6.	Date of continuous appointment to present Grade		
7.	Pay Band	<i>(As per 6th CPC)</i>	
	Grade Pay		
8.	Basic Pay	<i>(As per 7th CPC)</i>	
	Pay Level		
	Pay Scale		
9.	Department/Organization where working since when		

10. Period of absence from duty (on leave, training, any other reason (specify)

(w.e.f. 01/04/2017 to 31/03/2018)

Absence Category	Period From	Period To	Type	Remarks

11. Date of Filing the Annual Property Return

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Name of the Reporting Officer for the period of 2017-18	
Name of the Reviewing Officer for the period of 2017-18	

Date: 18/04/2018

Signature with stamp of the officer