

**URGENT**



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



**F.No. Misc/2018-19-RMLH(APAR)/88**

**Dated: 26 /03/2018**

**Sub: Online recording of APARs through SPARROW for CHS and Dental doctors for the year 2018-19.**

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 2018-19.

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, IInd Floor, PGIMER **latest by 03.04.2019** after getting verified from HAI/Admn. section.

  
(Pankaj Kumar Sinha)  
Deputy Director (Admn.)

Copy to:

1. List enclosed

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

Reporting for the year/period 2018-19

**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.	Level in Pay Matrix	
8.	Department/Organization where working since when	

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

(w.e.f. 01/04/2018 to 31/03/2019)

Absence Category	Period From	Period To	Type	Remarks

11. Date of Filling the Annual Property Return

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Name of the Reporting Officer for the period of 2018-19	
Name of the Reviewing Officer for the period of 2018-19	

Signature with stamp of the officer