



F.No.8/1/NCST/2018-Estt.

भारत सरकार  
Government of India  
राष्ट्रीय अनुसूचित जनजाति आयोग  
National Commission for Scheduled Tribes

छँटी तल, लोक नायक भवन  
6<sup>th</sup> Floor, B Wing, Loknayak Bhawan  
खान मार्केट, नई दिल्ली  
Khan Market, New Delhi-110003  
Dated – 4<sup>th</sup> June, 2018

Office Memorandum

Subject: - Matters regarding ACR/APARs of NCST staff working in NCST HQ & its Regional Offices.

The undersigned is directed to refer to this Commission's O.M. No.8/1/NCST/2017-Estt dated 21.4.2017 on the above subject and to say that it has come to the notice of Establishment Section that the ACRs/APARs of some officials working in NCST HQ. & its Regional offices have not been received in the Establishment Section. All the staff working in NCST and Regional offices are expected to submit the same in prescribed proforma within the stipulated time period as prescribed by the Department of Personnel and Training.

It is therefore, requested all the Group 'B' and 'C' officials of National Commission for Scheduled Tribes at Head Quarters and Regional Offices to use the revised proforma of APAR for the year 2017-18 (from 1.4.2017 to 31.3.2018) onward invariably and the respective reporting & reviewing officers shall also enter their remarks in the revised proforma only. **The proforma may be uploaded from the website NIC of this Commission** for Group 'B' and 'C' officials of NCST Head Quarters and Regional Offices of NCST. It is also requested that The APAR for the year 2017-18 (from 1.4.2017 to 31.3.2018) may please be submitted to Establishment Section within 30 days after issue of this Office Memorandum.

It is further stated that revised proforma of APARs for CSS/CSSS/CSCS/Official Language Cadre officer may be obtained from their respective cadre controlling authority and submit the same to their cadre controlling authority through this Section within stipulated time period.

*D.S. Kumbhare*  
(D.S. Kumbhare)  
4/6/2018  
Under Secretary

To  
All the officers/Staff of NCST HQ and Its Regional Offices.  
Copy for information to: -

1. The Under Secretary (NCST Division), Ministry of Tribal Affairs, August Kranti Bhawan, R.K. Puram, New Delhi-110066.
2. The Under Secretary, Ministry of Social Justice & Empowerment, Shastri Bhawan, New Delhi.
3. All Regional Office of National Commission for Scheduled Tribes.
4. The Under Secretary (Service), Department of Official Language, Ministry of Home Affairs, NDCC-II Building, B' Wing, 4<sup>th</sup> Floor, Jai Singh Road, New Delhi-110001.
5. ✓ NIC NCST uploaded on the website of NCST