



**BHARAT SANCHAR NIGAM LIMITED**  
**CORPORATE OFFICE**  
O/o Principal General Manager (Pers)  
4<sup>th</sup> Floor, Bharat Sanchar Bhawan, Janpath, New Delhi-110001

**No.500-25/2018/ APAR / Pers-1**

**dated 30.08 .2018**

**To,**

All Heads of Telecom Circles/Metro Districts & Other Administrative Units  
All GMs/PGMs of BSNL CO New Delhi  
Bharat Sanchar Nigam Limited.

**Subject: - Extension of last date for reviewing of e-APAR for year 2017-18- regarding.**

**Reference:** This office letter No: - 500-25/2018/APAR/Pers.-I dated 30.07.2018

The progress of online Processing of APAR for year 2017-18 through ESS portal has been reviewed by the Management. After analysing the report, it has been noticed that out of 60227 APARs, **588 e-APAR** are still pending at the end of reviewing officer, in spite of vigorous pursuance by this office through letters, reminders & even by personalized Phones and SMS's.

The management has viewed it adversely, as it is the duty of each and every reviewing officer to complete the APAR of their sub ordinates within the timeframe. The list of reviewing officers, who did not complete the e-APARs of their subordinates even after extended time are enclosed herewith as **Annexure-I**.

Further, there are **21 APARs** where the reviewing officers with designations as Office Superintendent (P)/ Assistant Telecom Technician/ Telecom Technician etc have been maintained which seems to be wrong. The reviewing officers of these APARs needs to be corrected by raising Mantis to ERP. The list of such APARs with wrong reviewing officers is enclosed as **annexure-II**.

Accordingly, it has been decided to extend the **last date of reviewing** of APAR for year 2017-18 (through ESS portal) **till 14.09.2018**.

The Reviewing/Reporting/Initiators whose names are appearing in the **Annexure -I &II** should make sure that the pending e-APAR shall be completed within the extended time limit. No further extension will be given beyond the above mentioned dates.

This issue with the approval of competent authority.

  
**(Manish Kumar)**

Jt. General Manager (Personnel)  
BSNL CO, New Delhi

**Copy to:-**

The PGM (ERP) for information & n/a pl.

**Enclosed: - Annexure-I & II**