



आधुनिक रेल डिब्बा कारखाना , रायबरेली
**MODERN COACH FACTORY,
RAEBARELI**

कार्यालय,
महाप्रबंधक (कार्मिक),
आरेडिका, रायबरेली-229120

NOTE

Sub: Extension of Timelines for completion of pending APAR for the year 2023-2024.

Ref: (i) Railway Board letter no. PC-VII/2025/HRMS/15, Dated 01.05.2025

(ii) Railway Board letter no. PC-VII/2024/HRMS/4, Dated 12.03.2025

(iii) Railway Board letter no. PC-VII/2024, HRMS/4, Dated 03.01.2025

(iv) Railway Board letter no. PC-VII/2024, HRMS/4, Dated 01.08.2024

(v) Railway Board letter no. PC-VII/2024, HRMS/4, Dated: 15.05.2024

Vide Railway Board letter under reference (i), the last for completing the process relating of APAR for the year 2023-2024 has been extended. As per guidelines of above referred letter, it is advised all concerned officials under your control to complete all the process of APARs for the year 2023-2024 through e-APAR without fail as per final deadline fixed by Railway Board.

This may please be treated as **MOST URGENT**.

Enclosure: As above

No. MCF/RBL/PCPO/APAR/NG/Vol-III,
Date: 02.05.2025


Assistant Personnel Officer/Staff
For General Manager (P)

Copy to:

- All PHODS, HODs/MCF/RBL.
- All CHODs/MCF/RBL.
- All Dy.HODs/MCF/RBL.
- PS to PCPO for uploading on MCF website please.
- SSE/Genl(Mech.), SSE/Gen(Electrical).

GOVERNMENT OF INDIA (भारत सरकार)
MINISTRY OF RAILWAYS (रेल मंत्रालय)
RAILWAY BOARD (रेलवे बोर्ड)

File No. PC-VII/2025/HRMS/15

New Delhi, Dated : 01.05.2025

To,

The General Managers,
All Indian Railways/PUs/TIs,
(As per standard mailing list)

Sub : Extension of timelines for completion of APAR for the year 2023-2024.

Ref: Board's letter No. PC-VII/2024/HRMS/4 dated 13.03.2025

Kindly refer to Board's letter referred above wherein extended timelines for completion of APARs for the year 2023-2024, pending at acceptance stage were specified.

2. It has however been observed that a number of APARs are still pending at acceptance stage and by extension the representation stage. Various references regarding the delay in finalization of APARs have also been received in this office and Railway Board has taken very serious cognizance of the matter.

3. As such, in order to ensure completion of the APARs of year 2023-2024 pending at acceptance stage, it has been decided by the competent authority to grant one final extension in the timelines as follows:

S.No.	Action	Deadline
1.	Accepting APAR grading for year 2023-2024	10 th May, 2025
2.	Submission of representation, if any, on APAR grading for year 2023-2024 from the date of communication	20 th May, 2025
3.	Disposing the representation	31 st May, 2025

4. It is also advised that no further extensions shall be granted in any circumstance for finalization of the APAR for any stage for the year 2023-2024 and responsibility shall be fixed for the pending APARs.

5. This issues with the approval of competent authority.



(Jaya Kumar G)
Joint Director, Pay Commission & HRMS
Railway Board
Ph. No. 011-47845125
e-mail ID : jaya.kumarg@gov.in

- Copy to : (i) PPS to AM(HR) for information to AM(HR)
(ii) PPS to Secretary, Railway Board for information of Secretary, Railway Board
(iii) PCPOs and PFAs of all Indian Railways (As per standard mailing list)
(iv) JS/Railway Board
(iv) GM/HRMS/CRIS for kind information and necessary action