



कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-1) तमिलनाडु,  
" लेखापरीक्षा भवन ", 361, अण्णा सालै, तेनामपेट, चेन्नै-600 018

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I),  
TAMILNADU, LEKHA PARIKSHA BHAVAN,  
361, ANNA SALAI, TEYNAMPET, CHENNAI – 600 018**



No. Admn. II/Genl/APAR/Policy file/2020-21/74

Date: 12 .11.2020

परिपत्र /CIRCULAR

**Sub: Implementation of Smart Performance Appraisal Report Recording Online Window (SPARROW) application in respect of Senior Audit Officers (SAOs) in IA & AD -reg.**

**Ref: Hqrs Circular No. 49- Staff(Disc-I)/2020 forwarded in Lr. No. 204-Staff(Disc-I)/11-2020 dated 06.11.2020.**

Hqrs in the reference cited have intimated the decision to introduce the online recording of Annual Performance Appraisal Report (APAR) on **Smart Performance Appraisal Report Recording Online Window ('SPARROW')** application in respect of Senior Audit Officers in IA & AD beginning with the APAR reporting year 2020-21.

All Senior Audit Officers under the Cadre of this Office are to submit the updated details covering the first six months of the reporting year 2020-21 (April 2020 to September 2020) in the prescribed proforma. They shall ensure that name based e-mail IDs are created by their respective offices in the NIC domain and the same is to be quoted in the proforma. Further, they are advised to link their Aadhar to their mobile number and furnish a certificate in this regard as given in the proforma.

The duly filled up proforma may be submitted to the respective Administration Section of their Office on or before **30.11.2020**. APARs for the year 2020-21 in respect of SAOs will be generated on 'SPARROW'.

**Encl:** Proforma.

*S. Rajamurthy*

**वरिष्ठ लेखा परीक्षा अधिकारी/प्रशासन  
Senior Audit Officer/Admn.**

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All RA Units

**All Group Officers, O/o the PAG (Audit I)** - are requested to arrange to communicate the contents of this Circular over phone/through e-mail to SAOs deployed in Sections/Field Parties/RA Units under their control.

Secy to PAG (Audit I)

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