

OFFICE OF THE ACCOUNTANT GENERAL (AUDIT), BIHAR, PATNA

No. Admn.(Au)/CC/SPARROW/2021-22/B-01

Dated: 05.04.2021

OFFICE ORDER

Headquarters office vide their Circular No. 49-Staff(Disc-I)/2020 No. 204-Staff(Disc.-I)/11-2020 dated 06.11.2020 has decided to introduce online recording of Annual Performance Appraisal Report (APAR) on 'SPARROW' (Smart Performance Appraisal Report Recording Online Window) application in respect of Senior Audit Officers of this office beginning with the APAR reporting year 2020-21.

Further, it has been decided that the APARs for the reporting year 2020-21 for the Sr. AOs would be generated on SPARROW on 15th April, 2021. It may be ensured that APAR of Sr. AOs may be recorded only on SPARROW. The timeline for completion of the process for the reporting year 2020-21, shall be as following, which may be strictly adhered to:-

Activity	Latest by
Self-reporting by the Sr. AO	30 th April 2021
Appraisal by the Reporting Officer	15 th July, 2021
Appraisal by the Reviewing Officer	15 th August, 2021
Communication of APAR to the reported officer	15 th September, 2021

Sd/-

Dy. Accountant General (Admn.)

Copy forwarded for information and necessary action to:

1. Secretary to Accountant General (Audit), Bihar Patna;
2. Dy. Accountant General (Admn.) Secretariat;
3. Dy. Accountant General (AMG-I) Secretariat;
4. Dy. Accountant General (AMG-II) Secretariat;
5. Dy. Accountant General (AMG-III) Secretariat;
6. Dy. Accountant General (AMG-IV) Secretariat;
7. Dy. Accountant General (AMG-V) Secretariat;
8. Sr. Audit Officers (Hq.), AMG-I, AMG-II, AMG-III, AMG-IV, AMG-V are requested to inform all Sr. AOs working in their sector;
9. Sr. AOs of all controlling sections;
10. Sr. A.O./AMS with request to upload the said order on the office website;
11. Notice Board;
12. O.O Guard Files

Amg
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Sr. Audit Officer/Confidential Cell