

प्रधान महालेखाकार (लेखापरीक्षा)
का कार्यालय,
आंध्रप्रदेश, विजयवाड़ा - 520 002



OFFICE OF THE PRINCIPAL
ACCOUNTANT GENERAL (AUDIT),
ANDHRA PRADESH, VIJAYAWADA – 520 002

No.PAG (Audit)/AP/ADMN-II/SM-II/APAR/2024-25/

Date:10-03-2025

CIRCULAR No.08

Sub: APAR Information Sheets for the AY 2024-25- reg

In accordance with the time schedule for recording of APARs, all the Group Officer's Peshi's and PAG peshi (for the staff under the direct control of PAG) of O/o PAG (Au), AP are hereby requested to collect personal data (APAR "Information sheet") in the prescribed proforma (copy enclosed) from the staff (including field staff) under their control on or before 18.03.2025. Peshi's may place an indent to Admin-II Section latest by 20.03.2025 for blank APAR booklet duly indicating cadre wise requirement.

Before placing an indent for blank APARs, Peshi's may thoroughly verify the personal data in the information sheet to check its correctness mainly with regard to the periods of Reporting/Reviewing officers, leave period, training etc. for determining the period of more than/less than three months reporting period.

This issue with the approval of Sr.DAG (Admin).

BENARJI NAIDU V
Sr. Audit Officer/Admin-II

To
All Group officers (Admn, AMG-I& LGA, II & III)
Secretary to PAG
Peshi's to all Group officers
SAO/Admin-I (for Admin Group)
SAO/Coordination (AMG-I & LGA, II & III)
SAO/IS wing with a request to place the Circular and information sheet in Office website.