



GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE

OFFICE OF THE CHIEF COMMISSIONER OF CENTRAL EXCISE:: CHENNAI ZONE
26/1, MAHATMA GANDHI ROAD:: CHENNAI - 600 034.

C.No. II/39/213/2016- CZO (Admn)

Dated: 07.04.2016

To
The Pr. Commissioner / Commissioner of Central Excise,
Chennai-I/II/III/IV/LTU/Puducherry / Audit I / Audit II / Appeals - I & II

Madam/Sir

Sub: APAR - New format for Group 'B' Gazetted & Non-Gazetted
Executive Officers from 2015-16 Onwards - communication - reg.

Kind reference is invited to the new APAR format for Group 'B' Gazetted & Non-Gazetted Executive Officers uploaded in the DGHRD website.

2. It is informed that the DGHRD has revised the APAR format for Group 'B' Gazetted & Non-Gazetted Executive Officers from 2015-16 onwards (new APAR format available in the DGHRD website under the head "APAR format new").
3. In view of the above, the APAR for the financial year 2015-16 has to be furnished in the new format. You are therefore requested to kindly bring this to the notice of all the Group 'B' Gazetted & Non-Gazetted Executive Officers working under your charge.

Encl: As above

Yours faithfully,


(P. KALAICHELVAN)
ADDITIONAL COMMISSIONER (CCO)

Copy to:
The Additional Commissioner (CCA), Chennai Zone
The Vigilance Section (CCO), Central Excise, Chennai Zone
The Administrative Officer (CCO), Central Excise, Chennai Zone
The PS to Chief Commissioner, CX Chennai Zone
The Supdt (Computers), Chennai - I - with a request to upload on the Zonal Website