



प्रधान महालेखाकार (ले० एवं ह०) का कार्यालय, बिहार, पटना
OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E), BIHAR, PATNA

No. : Sr. DAG (A) Sectt/CC/ SPARROW /163

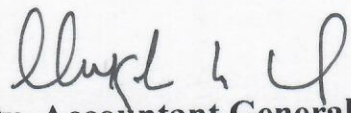
Date : 21 /12/2020

OFFICE ORDER

Subject:-Implementation of SPARROW (Smart Performance Appraisal Report Recording Online Window) application in respect of Senior Accounts Officer in IA&AD

In terms of Headquarters circular No. 49-Staff (Dsic -I)/2020 No. 204-Saff (Disc-I)/11-2000 dated-06.11.2020, it has been 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 Accounts Officers in IA&AD beginning with the APAR reporting year 2020-21 as per the information elaborated in the enclosed circular received from Headquarters office.

2. It is circulated for vide publicity for all Sr. AO


✓ Sr. Dy. Accountant General (Admn.)

By Speed Post/E-mail

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*Office of the Comptroller & Auditor General of India
New Delhi*

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to be quoted or published elsewhere)**

Circular No.49 -Staff (Disc.-I)/2020

No.204- Staff (Disc.-I)/11-2020

Dated 06.11.2020

To

- 1.All Heads of Department in IA&AD
(having the cadre control of Sr. AOs in their office)
- 2.Director General (Headquarters)

Subject: Implementation of SPARROW (Smart Performance Appraisal Report Recording Online Window) application in respect of Senior Administrative officers/ Senior Audit officers/ Senior Accounts Officers (Sr. AOs) in IA&AD.

Sir/Madam,

It has been 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 Administrative officers, Senior Audit officers and Senior Accounts Officers in IA&AD beginning with the APAR reporting year 2020-21.

2. For smooth implementation of the aforesaid project, all the Cadre Controlling offices in respect of Senior Administrative officers/ Senior Audit officers/ Senior Accounts Officers, may please ensure that:

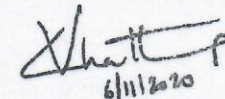
(i) Updated personal details of Sr. AOs, given in Part-I of the APAR (copy enclosed as Annexure 1) covering first 06 months of the reporting year 2020-21 (April 2020 to September 2020) duly authenticated by the concerned Sr. AOs may be collected.

(ii) Name based e-mail IDs may be created for all the Sr.AOs. All Sr. AOs may also be advised to link their Aadhar to their mobile number.

(iii) Each office may nominate 2 nodal officers (preferably persons currently dealing with physical handling the APARs) for management of the SPARROW application for the office. These nodal officers shall be imparted training for management of the application in the month of December 2020.

3. All the Cadre Controlling offices in respect of Sr. AOs are requested to complete the aforesaid activities and send a completion report in the prescribed format (copy enclosed as Annexure 2) latest by 15 December 2020. It may please be ensured that APARs for the reporting year 2020-21 of Sr. AOs are generated on SPARROW.

Yours faithfully,



(V. S. Venkatanathan)

Assistant Comptroller & Auditor General (N)

Annexure 2

Preparedness Report for implementation of SPARROW for Sr. AOs from the reporting year 2020-21.

1. Certified that personal details in the format prescribed, duly authenticated by the concerned officials, have been obtained for all Sr. AOs for the 6 months period (April 2020 to September 2020). The details for the remaining period would be updated and authenticated by March 2020.
2. Named IDs have been created for all Sr. AOs in the NIC domain. Aadhar linkage have also been completed*.
3. The details of Nodal officers for SPARROW implementation for the offices under the cadre control of this office are as follows:

(a) Name of the Office: _____

(b) Offices whose cadres are managed: 1. _____

2. _____

3. _____

Details of the Nodal officers

1	2	3	4	5
S. No	Name of the Officer	Designation	NIC e-mail ID	Mobile No.

Signature of Group Officer (Admn.)

* If some officials have refused Aadhar linkage, the following details may be furnished.

1. Total Personal in Position (PiP) in the cadre: - _____

2. No. of Sr. AOs who have refused Aadhar linkage: - _____



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— *sd* —
Sr. Dy. Accountant General (Admn.)

No. Sr. DAG (A) Sectt./CC/ SPARROW /2020-21/163 Dated 21/12/2020

Copy to

1. Secretary to the Pr. Accountant General (A&E), Bihar, Patna.
2. Sr. Dy. Accountant General (Admn.) Sectt
3. Sr. Dy. Accountant General (Pension & G.E.) Sectt.
4. Dy. Accountant General (A/c, VLC & Works) Sectt
5. All Sr. Accounts Officers.
6. Notice Board

[Signature]
✓ Sr. Dy. Accountant General (Admn.)

