

**OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E) HARYANA,**  
**LEKHA BHAWAN, PLOT NO. 4 & 5, SECTOR 33-B**  
**CHANDIGARH-160020**

WM(A)/DA/2022-23/APAR/602  
Dated: 17/08/2023

To

**All the DAs/DAOs Grade-I&II/Sr. DAOs**

**Subject: - Disclosure of Annual Performance Assessment Report on official website for the year of 2021-22 in respect of Divisional Accountant Cadre**


It is hereby informed that as per Headquarter Letter No. Staff-07/Staff(disc-1)/16-2021 dated 11.04.2022 vide which time guidelines regarding preparation and maintenance of Annual Performance Assessment Reports (APAR) were circulated, the due date of disclosure of APARs to the officials/Officer reported upon is 01<sup>st</sup> September.

Further, it is also brought to the notice of all officials/officers that a new mechanism has been developed for viewing/downloading the APAR digitally. Henceforth, physically circulation of APAR has been revoked. The APARs of officials/officer which have been received in Sr. DAG (Works) secretariat till date have been uploaded on the official website of this office under the **Employee corner->APAR2021-22**. All staff members may view/download the APAR digitally. The step to view/download the APAR are given below:

1. Click on the link namely APAR-2021-22 Provided on the official website of this office under the Employee Corner.
2. Enter your 07-digit Employee ID as Username and Mobile number as password.  
In case of any updation of Mobile No, please contact to WM(A) Section
3. Click the on the link APAR. It must be ensured that while clicking on the link APAR your official email id [LE@cag.gov.in](mailto:LE@cag.gov.in) is required to be remained login.
4. A link has also been provided to make confirmation/representation in respect of APAR. User can either confirm or represent he APAR only once. Therefore, all official/officer must ensure about confirmation/representation.

Further, it is intimated that the due date of receipt of representation, if any, on APAR id 15 says from the date of receipt of communication. No representation will be accepted after due date.

This issues with the approval of the Sr. Deputy Accountant General (Works).

  
Sr. Accounts officer WM(A)