



Corporate Office
(Personnel – I Section)
Bharat Sanchar Bhawan (4th floor), Janpath, New Delhi-1

No. 400-99/2009-Pers.I

Date:- 16th Feb., 2010.

To.

- 1) The All Heads of Circles/Regions/Projects/Factories & Other Administrative Units, BSNL.
- 2) The PGM/GM, Estt./FP/BW/EW/Arch.Wing/Legal/TF/TS.
- 3) The CVO, BSNL Corporate Office.

Subject:- Effect on modification/expunction of adverse remarks in the ACRs and upgradation/ down-gradation of the overall grading in the ACRs prior to the period 2008-09.

The undersigned is directed to forward herewith the DoT's OM No. CS/Adv.(HRD)/ACRs/2009, dt 19th Jan., 2010. on the subject mentioned above. for their proper compliance. at your end.

Encl:-As above.

(V.K. Sinha)

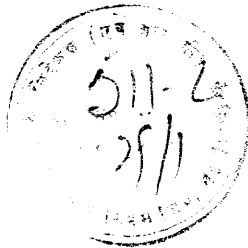
Asstt. General Manager (Pers.II)

Copy to:-

- 1) The PPS to the CMD, BSNL.
- 2) The PPS to all the Directors, BSNL Board.
- 3) The CS to Director.(HR). BSNL Board.
- 4) The AGM(CSS/DPC/Pers.II/SCT), BSNL CO.

(V.K.Sinha)

Asstt. General Manager (Pers.II)



No.FCS/Adv.(HRD)/ACRs/2009
Government of India
Ministry of Communications & IT
Deptt. of Telecom
Confidential Cell
O/o Advisor(HRD)

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21/02/10
553
29/1/10

New Delhi, the 17 January, 2010

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Subject: Effect on modification/expunction of adverse remarks in the ACRs and upgradation/down-gradation of the overall grading in the ACRs prior to the period 2008-09.

Kindly find enclosed the Office Memorandum No.21011/1/2005-USM(A) dated the 6th January, 2010 received from Ministry of Personnel, Public Grievances and Pensions on the above mentioned subject. The O.M. contains the following instructions reproduced below:

".....the complete APAR(previously) known as ACR) including the overall grading and assessment of integrity shall be communicated to the concerned officer for representation, if any, with effect from the reporting period 2008-09 which was to be initiated from 1.4.2008. Prior to that only adverse remarks in the ACR were required to be communicated for representation, if any. The then existing instructions further provided that the overall grading in the ACR should remain unchanged even after modification or expunction of the entire adverse remarks. It was left to the DPC to re-determine the overall grading if it considered that the expunction of such adverse remarks had so altered the quality of the ACR. The matter has been further considered and it has been decided that in those cases where the reckonable ACRs prior to the reporting period 2008-09 are to be considered in a further DPC on which the adverse remarks in Reporting/Reviewing/Accepting Authorities have been expunged or modified by the Competent Authority, the "overall grading" in the ACR be left blank for appropriate re-grading by the DPCs. The existing grading shall be blocked in such cases. It has also been decided that where the authority has upgraded/downgraded the overall grading without giving sufficient reasons, the DPC shall treat such an exercise as non-ext/invalid. General terms, such as "I agree or disagree with the Reporting Officer /Reviewing Officer" used by the Reviewing /Accepting Authority shall not be considered as sufficient reason for upgrading.

DM (PI)
PI circulate & upload for all concerned.
km
2/2

DM (PI)
3/2/10

In the clear

DMC (PI)
Gm (Pers)
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Gm (PI)
Gm (Pers)
DPC cell
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/downgrading the overall grading given by the Reporting Authority/Reviewing Authority. The proposals for the DPC where ACRs upto the reporting period 2007-08 will be taken into account should specifically bring out these guidelines.

It is also made clear that past cases already decided will not be re-opened.

The above instructions may kindly be followed in future.

Encl: As above.

R.R. Tiwari

(R.R. Tiwari)
Director(Staff)

1. The Chairman & Managing Director,
BSNL/MTNL/TCHL
2. The Secretary, TRAI
3. The Under Secretary(SNG)
4. The Section Officers(STG I/STG II/STG III)

No. 21011/1/2005-Estt.(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

New Delhi, the 6th January, 2010

OFFICE MEMORANDUM

Subject:- Effect on modification/expunction of adverse remarks in the ACRs and upgradation/down-gradation of the overall grading in the ACRs prior to the period 2008-2009.

The undersigned is directed to say that instructions were issued vide O.M. of even number dated 14th May, 2009 by which the complete APAR (previously known as ACR) including the overall grading and assessment of integrity shall be communicated to the concerned officer for representation if any, with effect from the reporting period 2008-09 which was to be initiated from 1.4.2008. Prior to that only adverse remarks in the ACR were required to be communicated for representation, if any. The then existing instructions further provided that the overall grading in the ACR should remain unchanged even after modification or expunction of the entire adverse remarks. It was left to the DPC to re-determine the overall grading if it considered that the expunction of such adverse remarks had so altered the quality of the ACR. The matter has been further considered and it has been decided that in those cases where the reckonable ACRs prior to the reporting period 2008-09 are to be considered in a future DPC on which the adverse remarks of Reporting / Reviewing / Accepting Authorities have been expunged or modified by the Competent Authority, the "overall grading" in the ACR be kept blank for appropriate re-grading by the DPCs. The existing grading shall be blocked in such cases. It has also been decided that where the authority has upgraded / downgraded the overall grading without giving sufficient reasons, the DPC shall treat such an exercise as non-est/invalid. General terms, such as "I agree or disagree with the Reporting Officer / Reviewing Officer" used by the Reviewing / Accepting Authority shall not be construed as sufficient reason for upgrading / downgrading the overall grading given by the Reporting Authority / Reviewing Authority. The proposals for the DPC where ACRs upto the reporting period 2007-08 will be taken into account should specifically bring out these guidelines.

2. It is also made clear that past cases already decided will not be re-opened.



(C.A. Subramanian)

Director

To

All Ministries/Departments of Government of India

*Pl. endorse +
all concerned
including BJO, MTR, etc.
Pst.
14.1.10*

CA

*164/M/10
20/4/11*

Copy to:-

1. The President's Secretariat, New Delhi.
2. The Prime Minister's Office, New Delhi.
3. The Cabinet Secretariat, New Delhi.
4. The Rajya Sabha Secretariat.
5. The Lok Sabha Secretariat.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi.

Copy also to:-

- (i) All Attached offices under the Ministry of Personnel, Public Grievances and Pensions.
- (ii) Establishment Officer and Secretary, ACC (10 copies).
- (iii) All officers and Sections in the Department of Personnel and Training.
- ~~(iv)~~ NIC (DoP&T) for placing the Office Memorandum on the web-site of DoP&T.
- (v) Hindi Section for Hindi version of the O M.