



**NO. BSNLCO-PERB/19(12)/2/2022-PERS1 Part(3)**

**Dated: 28 .06.2024**

To,

All Heads of Telecom Circles/Metro Districts & Other Administrative Units  
All PGMs/Sr. GMs/GMs of BSNL CO New Delhi  
Bharat Sanchar Nigam Limited.

**Sub:-** Processing of e-APAR for "Executive and Non-executive" employees of BSNL, online through ESS-Portal for year 2023-24- regarding.

- Ref:-** (i) BSNLCO-PERB/19(12)/2/2022-PERS1-Part(3) dated 04.04.2024.  
(ii) BSNLCO-PERB/19(12)/2/2022-PERS1-Part(3) dated 05.04.2024.  
(iii) BSNLCO-PERB/19(12)/2/2022-PERS1-Part(3) dated 22.05.2024.  
(iv) The DoT. F. No. 71-34/2024-APAR dated 30.04.2024.

Kind reference is invited to this office letters under reference vide which the timelines for various activities for e-APAR completion have been circulated/revised.


In view of the involvement of some officers/officials in election duty during the Lok Sabha Elections-2024, it has been decided to extend the last date of reporting & reviewing of APARs as below:

- (a) The last date for reporting in normal structure of APAR by **Reporting officer** will be **31.07.2024**.  
(b) The last date for reporting in Dual structure:  
(i) by the **Reporting officer-1** will be **15.07.2024**.  
(ii) by the **Reporting officer-2** will be **31.07.2024**.  
(c) The last date for reviewing of APAR by **Reviewing officer** will be **31.08.2024**.

The timelines for other activities for processing of e-APAR, already conveyed vide letter under reference no. (i) & (ii), for employees of BSNL shall remain unchanged.

All executives and non-executives of BSNL are hereby advised to comply with the timelines for processing of e-APARs.

This issues with the approval of Competent Authority.

  
(O.N. Tiwary)  
Jt. GM(Pers.)  
BSNL CO, New Delhi  
28/06/24

**Copy to :** DGM(ERP-Pers.) for information and necessary action please.