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भारतीय आयुर्विज्ञान अनुसंधान परिषद
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research
Department of Health Research, Ministry of Health
and Family Welfare, Government of India

No. 16/65/2017-Admn.II(Pt.II)/E – Office No.191880

Dated: 16/06/2026

Office Memorandum

Sub:- Revised Timelines for submission of self-appraisal of APAR by the Staff of ICMR-reg.

In continuation to this office OM dated 14th May, 2026 on the subject cited above, due to repeated technical glitches in ICMR Sparrow portal, the time lines for completion of APAR for all **Staff of ICMR** in Sparrow Portal, has further been extended as per the following schedule:-

S. No.	Activity	Date
(i)	Submission of Self-appraisal of APAR along with AWR to Reporting Officer by the officer to be reported upon	22-06-2026
(ii)	Submission of report by reporting officer to the Reviewing Officer	31-07-2026
(iii)	Report to be completed by the Reviewing Officer and to be sent to the respective administration	31-08-2026

- All concerned are, therefore, requested to submit their respective APARs for the year 2025-26 following the above Time lines. There will be no further extension for submission of APAR.
- This issues with the approval of the Competent Authority.

JA
16/6/26

(Jaibir Singh)
Assistant Director General(Admn.)

To,
The Directors/ Directors-in-charge of All Institutes/ Centers of ICMR.

Copy to:

- PS to DG/Addl. DGs/Sr. DDG(A)/Sr. FA, ICMR Hqrs., New Delhi.
- All Heads of Divisions.
- DDG(A)/ADGs/ AO (Admn.), ICMR Hqrs., New Delhi.
- Sh. R. Muniasamy, PTO, ICMR, Hqrs.(For necessary action)
- Dr. M.S. Chalga, Sci-'D', ICMR Hqrs to upload in ICMR website.*