



# icmr

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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  
Dated: 30/06/2026

### 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 14-05-2026 and 16.06.2026 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	08-07-2026
(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

2. 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.
3. This issues with the approval of the Competent Authority.

*JA*  
30/6/26

(Jaibir Singh)  
Assistant Director General(Admn.)

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

Copy to:

1. PS to DG/Addl. DGs/Sr. DDG(A)/Sr. FA, ICMR Hqrs., New Delhi.
2. All Heads of Divisions.
3. DDG(A)/ADGs/ AO (Admn.), ICMR Hqrs., New Delhi.
4. Sh. R. Muniasamy, PTO, ICMR, Hqrs.(For necessary action)
5. Dr. M.S. Chalga, Sci-E with request to upload the same in ICMR website.

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