

**Indian Council of Medical research
V. Ramalingaswami Bhawan, Ansari Nagar
New Delhi – 110029**

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

Dated 24-08-2026

Office Memorandum

Sub:- Revised Timelines for Reporting & Reviewing officer to Submit/Complete the APAR for the year 2025-26 - reg.

In continuation to this office OM dated 14-08-2026 on the subject cited above, the time lines for Reporting & Reviewing Officer for APAR in Sparrow Portal, has further been extended as per the following schedule:-

S. No	Activity	Date
(i)	Submission of report by Reporting Officer to the Reviewing Officer	31-08-2026
(ii)	Report to be completed by the Reviewing Officer and to be sent to the respective administration	30-09-2026

This issues with the approval of the Competent Authority.

(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.