

I.K GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR, KAPURTHALA

(Branch: Human Resource Management)

IKGPTU/DR/HRM/CIR/ 7252

Dated : 08/5/2023

CIRCULAR

In continuation to Circular No. IKGPTU/REG/C/74 dated 02.05.2023 regarding timeline of APAR (ACR) of 2022-23, it is requested to all employees of the University to fill up their ACR manually for the financial Year of 2022-23 as per time line given below:-

Sr. No.	Activity	Last date
1.	Officials, employees and faculty for submit the APAR Performa to reporting officer	30 May, 2023
2.	Reporting officer put the comment on APAR	15 June, 2023
3.	Reviewing officer put the comment on APAR	15 August, 2023
4.	Accepting officer accept the APAR	30 September, 2023

All the officers and employees of the University are requested to fill their ACR for Financial Year of 2022-23 as per the time line mentioned above.

Johal
8/5/23
(Dr. Ekonkar Singh Johal)
Deputy Registrar

Cc to:

1. Registrar : For information please
2. Dean (Academics) : To inform all the Deans, Directors and HODs (Teaching) & Incharge Constituent Campuses
3. All HoDs/In- Charge (Non-Teaching)
4. Incharge (ITS) : To update on University website
5. Secretary to VC : For information of Hon'ble Vice Chancellor
6. File