

MOST URGENT

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT: IT CELL**

**5TH LEVEL, "B WING", DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI 110002**

No.F.21(5)/IT Cell/Services/2023/ 271-275

Date: 25/01/2024

To,

All Heads of Departments,
GNCT of Delhi.

Subject:- Regarding completing the process of filling APARs of DSS and Steno cadres under e-SPARROW project on 31.01.2024.

Respected Sir/Madam,

I am directed to draw your attention to this branch's earlier letter no F.21(5)/IT Cell/Services/2023/240-245 dated 17.11.2023 vide which you were directed to direct your departments Nodal Officer for e-SPARROW to ensure completion of APAR process latest by 25.11.2023.

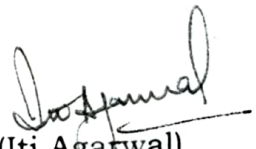
In this regard, it is informed that as of today a total of 4693 APAR's are still in process at various stages of APAR filling. The competent authority has taken a serious note of this.

Therefore, I am directed to inform you that the Competent Authority has finalized 31.01.2024 as the date on which the online APAR filling process for DSS and Steno cadres shall be finally closed.

In this regard, you are directed to direct Nodal officer for e-SPARROW of your department to ensure that all APAR's in process are closed before 31.01.2024 failing which action as deemed fit shall be taken against them.

This may please be accorded "**TOP PRIORITY**".

Yours Faithfully,

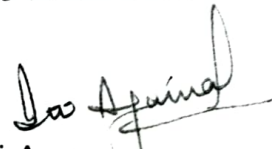

(Iti Agarwal)

Deputy Secretary
(Services)

Date: 25/01/2024

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Copy To:-

1. Staff Officer to the Chief Secretary, Delhi.
2. P.A. to the Secretary Services, Delhi.
3. P.A. to the Special Secretary, Services- I, Delhi.
4. S.O.(Coordination Branch) to get this letter uploaded on website of Services Department.
5. Guard File


(Iti Agarwal)
Deputy Secretary
(Services)