

Government of West Bengal
Finance Department
eGovernance Group,
NABANNA, Howrah - 711102

Memo. No.1028-F(eGOV)

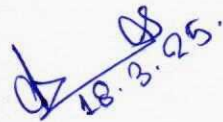
Date: 18/03/2025

MEMORANDUM

Sub: Extension of the last date for evaluation of online Self-Appraisal Report (SAR) as well as for submission of the same by the Officer Reported Upon for the appraisal years from 2018-19 to 2023-24

In partial modification of the Memorandum Number 5156-F(eGOV) dated 26/12/2024 the last date for submission/evaluation of online Self Appraisal Report (SAR) in HRMS for the appraisal years from 2018-19 to 2023-24 has been extended as per below mentioned table -

Type of Officer	Last date of evaluation of SAR extended up to
Officer Reported Upon	31st March' 2025
Reporting Officer	7th April 2025
Reviewing Officer	17th April 2025
Accepting Officer	28th April 2025

18.3.25.

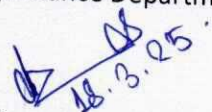
Special Secretary to the
Government of West Bengal

No. 1028-F(eGOV)/.....(22)

Date: 18/03/2025

Copy forwarded for information and necessary action to:-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kol-I.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kol-I.
3. The Accountant General (Receipts, Works and Local Bodies Audit), West Bengal, C.G.O. Complex, 'C' East Wing, 5th Floor, Sector-I, Salt Lake, Kolkata-700064.
4. The PA to the Chief Secretary to the Government of West Bengal.
5. The General Manager, Reserve Bank of India, Banking Department, 15 N.S. Road, Kolkata-I.
6. The General Manager, Reserve Bank of India, PAD, 15 N.S. Road, Kolkata-I.
7. The Resident Commissioner, Government of West Bengal, A/2, State Emporia Buildings, Baba Kharak Singh Marg, New Delhi-110001.
8. The Additional Chief Secretary/Principal Secretary/Secretary,
..... Department, Government of West Bengal.
9. The Secretary, Finance (Audit) Department, Government of West Bengal.
10. The Commissioner, Division.
11. The Special Secretary / Additional Secretary /Joint Secretary /Deputy Secretary, Finance Department, Government of West Bengal.
12. Shri SumitMitra, Network Administrator, Finance (Budget) Department. He is requested to upload this order in the Finance Department's website.
13. The.....Department/Directorate.....
14. The Director of Treasuries & Accounts, West Bengal, 3rd Floor, Mitra Buildings, 8, Lyons Range, Kol-I.
15. The Director
16. The District Magistrate/District Judge/Superintendent of Police,.....
17. The Sub-Divisional Officer,
18. The Pay & Accounts Officer, Kolkata Pay & Accounts Office - I, 81/2/2, Phears Lane, Kol-12.
19. The Pay & Accounts Officer, Kolkata Pay & Accounts Office -II, P-I, Hyde Lane, Kol-12.
20. The Pay & Accounts Officer, Kolkata Pay & Accounts Office -III, SUVANNA, SGO Complex, 5th&6thFloor, Plot No-9, Block- DF, Sector-I, Bidhannagar, Kol-64.
21. The Treasury Officer,
22. The Group/..... Branch, Finance Department


Special Secretary to the
Government of West Bengal