

Government of West Bengal
Finance Department
Audit Branch
NABANNA, Howrah-711102

Memo No. 2635 - F(Y)

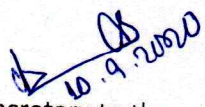
Dated 10.09.2020

MEMORANDUM

Sub: Extension of period for submission/evaluation of online SAR by Officer Reported Upon, Reporting Authority, Reviewing Authority and Accepting Authority in HRMS for the Appraisal Year 2019-20

In partial modification of Memo No. 2082-F(Y) dated 30th June, 2020 the last date of submission of online SAR by "Officer Reported Upon" and forwarding/ accepting after grading and evaluation of SAR in HRMS by "Reporting Authority", "Reviewing Authority" and "Accepting Authority" for the Appraisal Year 2019-20 is extended as follows:

Description	Extended last date for evaluation and forwarding SAR in HRMS
Officer Reported Upon	31 st December, 2020
Reporting Authority	28 th February, 2021
Reviewing Authority	30 th April, 2021
Accepting Authority	30 th June, 2021

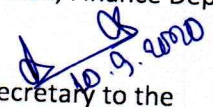

Joint Secretary to the
Government of West Bengal

No. 2635 -F(Y)

Date: 10.9.2020

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 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 Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload this order in the Finance Department's website.
13. TheDepartment / 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 & 6th Floor, Plot No-9, Block- DF, Sector-I, Bidhannagar, Kol-64.
21. The Treasury Officer,
22. The Group/..... Branch, Finance Department


Joint Secretary to the
Government of West Bengal