

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

Memo. No.4033-F(Y)

Date: 22.12.2021

**MEMORANDUM**

**Sub: Extension of the period for submission of online SAR by the Officer Reported Upon for the Appraisal Year 2018-19, 2019-20 and 2020-21.**

In view of the prevailing situation of outbreak of COVID-19, the last dates for submission of online SAR for the Appraisal Year “2018-19”, “2019-20” and “2020-21” by “**Officer Reported Upon**” is **extended to 15/01/2022** in partial modification of Memo. No. 3196-F(Y) dated 08<sup>th</sup> October, 2021,

Thus, the present position as regards last dates of submission/evaluation/acceptance of SAR, after giving effect to this change, will be as follows:

| Description           | Revised last date for submission/evaluation of online SAR for Appraisal Year 2018-19, 2019-20 and 2020-21 |
|-----------------------|---|
| Officer Reported Upon | 15/01/2022  |
| Reporting Authority   | 31/01/2022  |
| Reviewing Authority   | 31/03/2022  |
| Accepting Authority   | 31/05/2022  |

A handwritten signature in blue ink, followed by the date 22.12.21.

Joint Secretary to the  
Government of West Bengal

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, 5<sup>th</sup> 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 Sumit Mitra, 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, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No-9, Block- DF, Sector-I, Bidhannagar, Kol-64.
21. The Treasury Officer, .....
22. The Group ...../..... Branch, Finance Department

22.12.21

Joint Secretary to the  
Government of West Bengal