भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER
केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क, कोच्चि
CENTRAL TAX AND CENTRAL EXCISE, KOCHI
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
आई. एस. प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018
E-mail: supdtvig-cexcok@gov.in Fax: 0484-2390608 Phone: 0484-2396654

C.No.II/9/5/2018-Conf.Cx. /214/19 Date: 14.03.2019

To

Deputy / Assistant Commissioner,
Central Tax & Central Excise Division,
Thrissur / Chalakkudy/ Aluva / Ernakulam / Kakkanad
Perumbavoor & Idukky Division.

Sir,

Sub:-Inclusion of recovery of arrears as a parameter in APAR -Reg.

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Please find enclosed copy of D.O. letter dated 06.03.2019 of Chief Commissioner of Central Tax, Central Excise & Customs, Thiruvananthapuram Zone and copies of instructions dated 05.07.2018, 03.10.2018 and 14.12.2018 issued by DGHRD on the subject cited above, for information and strict compliance.

भवदीय / Yours faithfully,

14/3/19

(पी. जी सुरेष बाबु / P.G Suresh Babu)
सहायक आयुक्त /Assistant Commissioner (P&V)

Copy to: **All Section Heads / P.R.O ., Central Excise Head Quarters Office,Kochi.**
The Superintendent (Systems), Hqrs., Kochi for uploading the letter in the Website.

AC(PAV)

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भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
मुख्य आयुक्त का कार्यालय
OFFICE OF THE CHIEF COMMISSIONER
केन्द्रीय कर, केन्द्रीय उत्पाद शुल्क एवं सीमा शुल्क
CENTRAL TAX, CENTRAL EXCISE & CUSTOMS
तिरुवनंतपुरम क्षेत्र, THIRUVANANTHAPURAM ZONE
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
आई. एस. प्रेस रोड, कोच्चि. I.S. PRESS ROAD. KOCHI-682 018

E-mail: cccochin@nic.in
Fax: 0484-2397614
Phone: 0484-2394100/2390404

Pullela Nageswara Rao IRS
Chief Commissioner

D.O.C.No. IV/16/93/2018/CC(TZ) III A **Dated 6th March, 2019**

Dear Uday,

Please find enclosed letter C.No.DGPM(TAR)/1037/APAR/19/Misc./17 dated 01.02.2019 along with its enclosures, received from Commissioner (TAR), Directorate General of Performance Management (TAR) regarding inclusion of Recovery of Arrears as a parameter in APAR. Kind reference is also invited to my D.O. letter of even number dated 01.02.2019 regarding arrears recovery.

In respect of Group 'A' (C & CE) officers and Group 'B' (Gazetted & Non-Gazetted) officers, the parameter "Arrears of Revenue" already exists in the APAR format. However, revised guidelines on writing of APARs have been issued vide letters F.No.8/B/30/HRD/HRM/APAR/2016 dated 05.07.2018 and F.No.8/B/30/ HRD/HRM/APAR/2016/Pt.I dated 14.12.2018 (copies enclosed) by the Directorate General of Human Resource Development, CBIC, to include arrear realization as one of the paramcters in assessment of annual performance (APAR) in respect of officers dealing with revenue arrears.

All Group 'A' (C & CE) officers and Group 'B' (Gazetted & Non-Gazetted) officers in the Zone should be informed to ensure assessment of the arrears recovery performance of officers dealing with arrears of revenue, while reporting/reviewing the officer's APAR.

With best wishes,

Yours sincerely,

06.03.2019

(Pullela Nageswara Rao)

Encl: As above.

Shri. K.R. Uday Bhaskar,
Principal Commissioner,
Central Tax & Central Excise, Kochi.

(5)

DC HRD

Directorate General of Human Resources Development
Central Board of Indirect Taxes & Customs,
Bhai Vir Singh Sahitya Sadan, 2nd & 3rd Floor, Bhai Vir Singh Marg,
Gole Market, New Delhi-110001. Ph. No. 011-23340316

F.No.-8/B/30/HRD/HRM/APAR/2016/1287 Dated: .07.2018

To

Shri V. Ganesh Kumar,
Under Secretary, CX-9,
Central Board of Indirect Taxes & Customs,
North Block, New Delhi.

Sub:-Inclusion of recovery of arrears as a parameter in APAR-reg.

Madam,

Kindly refer to your office letter F.No.296/68/2015-CX-9 dated 08.06.2018 on the above mentioned subject.

2. In this regard, it is submitted that in respect of Group 'A' (C&CE) officers, the parameter "Arrear of Revenue" already exists in Section II, Para 1(i)(iv) of the APAR format. However, Para 3.6 of the General Guidelines for writing of the APAR has also been amended in terms of approval vide F.No.50/03/2018-AD-II dated 26.02.2018 so as to include that

"Also, the parameter relating to Arrears of Revenue should reflect the special efforts made by him/her regarding the Arrears Realization in his/her jurisdiction and furnish the results obtained."

In the APAR, it is also stipulated in Section III and IV that the Reporting & Reviewing Officers must keep in mind the various parameters while assessing the performance of the officers.

3. Further, in respect of Group 'B' (Gazetted) as well as Group 'B' (Non -Gazetted) officers, the parameter 'Arrear of Revenue' also exists in Section II-Self Appraisal, Para 1(i)(vii) and Para 1(i)(iv) respectively of the APAR format and the necessary approval for amending the General Guidelines to the APAR from the year 2018-19 is being sought from the Competent Authority.

DY. No. 887-CX-9
19/7/2018

Yours faithfully

19/7/18

(Samriti Goel Saran)
Additional Director (HRM-1)

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Directorate General of Human Resources Development
Central Board of Indirect Taxes & Customs,
BhaiVir Singh SahityaSadan, 2nd & 3rd Floor, BhaiVir Singh Marg
Gole Market, New Delhi-110 001
Fax-011-23748050(www.dghrdcbec.gov.in)

F.No.8/B/30/HRD/HRM/APAR/2016/Pt I Dated: .10.2018

To

The Principal Chief Commissioners/ Chief Commissioners, GST/Customs (All)
The Principal Director Generals/ Director Generals of Customs and GST(All)
The Principal Commissioners/ Commissioner I/C of Directorates (All)
The Principal Commissioners/ Commissioner, Settlement Commission (All)
The Principal Commissioners/ Commissioner, CESTAT (All)
The Commissioner, Authority for Advance Ruling (All),
The Chief Controller of Factory, Gwalior/Narcotics Commissioner Gwalior.

Sir/Madam,

Sub:-Changes in the APAR format in respect of Group 'B' (Gazetted and Non-Gazetted) officers – reg.

With approval of the Competent Authority, following changes in the APAR of Group 'B' (Gazetted and Non-Gazetted) officers have been made from the APAR year 2018-19 (Reporting period):-

(i.) The Parameter of "Process Reforms/Process Simplification" is incorporated in Section II Para (i)(x) and Section II Para 1 (i)(viii) of the APAR of Group 'B' (Gazetted) and Group 'B' (Non-Gazetted) officers respectively.

(ii.) Para 3.2 of the General Guidelines for writing of the APAR in respect of Group 'B' (Gazetted) and Group 'B' (Non-Gazetted) officers is amended to incorporate as under:-

> *"Also, the parameter relating to Arrears of Revenue should reflect the special efforts made by him/her regarding the Arrears Realization in his/her jurisdiction and furnish the results obtained. The parameter on Process Reforms/Process Simplification should also include special efforts made by him regarding the "Process Simplification"."*

2. The new formats of Group 'B' (Gazetted) and Group 'B' (Non-Gazetted) Officers after incorporating the above changes are being uploaded on the website of DGHRD. The same may be brought to the notice of all officers concerned.

Yours faithfully,

(Samrat Goel Saran)
Additional Director

(7)

Directorate General of Human Resources Development
Central Board of Indirect Taxes & Customs,
Bhai Vir Singh Sahitya Sadan, 2nd & 3rd Floor, Bhai Vir Singh Marg
Gole Market, New Delhi-110 001
Fax: 011-23748050(www.dghrdcbec.gov.in)

F.No. 8/B/30/HRD(HRM)/APAR/2016/Pt.I Dated: .12.2018

To,

The Commissioner (TAR),
Directorate General of Performance Management(TAR),
Central GST & Customs,
C R Building, I.P Estate.
New Delhi- 110 109.

Sir,

Sub: Inclusion of recovery of arrears as a parameter in APAR- reg.

Please refer to your letter vide C.No. DGPM(TAR)/1037/APAR/19/Misc/17 dated 12.12.2018 on the above cited subject.

In this regard, it is informed that the parameter "Arrears of Revenue" already exists in Section II, Para 1(vii) and Para 1(vi) of the APAR formats of Group 'B' (Gazetted and Non-Gazetted) officers respectively. Further, with the approval of the Competent Authority, Para 3.2 of the General Guidelines for writing of the APAR, from the APAR year 2018-19 (Reporting period), has been amended so as to include that:-

"Also, the parameter relating to Arrears of Revenue should reflect the special efforts made by him/her regarding the Arrears realization in his/her jurisdiction and furnish the results obtained."

The same has been circulated vide F. No. 8/B/30/HRD/HRM/APAR/2016/Pt.I/2821-2881 dated 03.10.2018 (copy enclosed for ready reference).

Yours faithfully

Encl: As above

14/1/18
(Samriti Goel Saran)
Additional Director

3982
14/1/18