FAX / SPEED POST

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**

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सी.सं. **C.No.II/9/5/2018-Conf. Cx** दिनांक/**Date:17.06.2019**

Sub: **Implementation of e-office Lite (SPARROW) and PIMS for CBIC employees – Reg.**

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The APAR for the financial year 2018-19 in respect of all Group B & C officers (except Havaldars / MTS / Canteen Staff)) has been generated. The officers reported upon should fill in self appraisal in Section II and submit the APAR for Reporting well before 30th June 2019. Officers are advised not to wait for last date and complete the APAR as early as possible. Help manuals are available in SPARROW-CBIC section of www.dghrdcbic.gov.in website.

17/6/19

(Suresh Babu P.G.)
Assistant Commissioner (P&V)

To

All Group 'B' and 'C' Officers of Hqrs., Kochi

All Group 'B' and 'C' Officers at Divisional level
(Through Dy. / Assistant Commissioner concerned)

The Superintendent (Systems), Kochi (to upload in the website)