भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER
केन्द्रीय कर और केन्द्रीय उत्पाद शुल्क, कोच्चि
CENTRAL TAX & CENTRAL EXCISE, KOCHI
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
आई.एस.प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018
E-mail: cexcochi@nic.in Fax: 0484-2390608 Phone: 0484-2390404

C.No.II/9/5/2018-Conf.Cx. | 904/19 Dated: 04.12.2019

To

The Deputy /Assistant Commissioner,
Central Tax and Central Excise Division,
Thrissur/ Chalakkudy/ Aluva/ Perumbavoor/
Idukki/ Kakkanad/ Ernakulam.

Sir/Madam,

Sub:- SPARROW-CBIC – Online writing of APARs for the period 2018-2019 in respect of Group 'B' and 'C' Officers – reg.

Please refer to this office letter of even number dated 23.07.2019 and 01.08.2019, wherein the time schedule for generation and recording of APAR for the year 2018-19 online through SPARROW-CBIC web portal was circulated.

2. The completed APARs/No Report Certificates (NRC) for the year 2018-19 in respect of Group 'B' and 'C' Officers have been sent for officers' disclosure. However, only 146 APARs have been submitted for closing and around 184 APARs are still pending in their inbox of SPARROW-CBIC ('MY PAR' Tab).

3. In this regard, to ensure timely closure of APAR, the Group 'B' & 'C' officers may be requested to view the APAR in SPARROW-CBIC and may either accept it or choose to represent within 15 days of communication in 'MY PAR' Tab.

Yours faithfully,

4/12/19

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

Copy to: **All Section Heads/ PRO, Central Excise Hqrs. Office, Kochi.**

The Superintendent (EDP), Central Excise Hqrs. Office, Kochi for uploading the letter in the Website.