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**BY WEB CIRCULATION / IMMEDIATE**

कर्मचारी भविष्य निधि संगठन  
(श्रम एवं रोजगार मंत्रालय भारत सरकार)  
**Employees' Provident Fund Organisation**  
(Ministry of Labour & Employment, Govt. of India)

मुख्य कार्यालय/ Head Office  
भविष्य निधि भवन, 14-भीकाजी कामा प्लेस, नई दिल्ली-110066  
**Bhavishya Nidhi Bhawan, 14- Bhikaji Cama Place, New Delhi – 110066**

No. ACR-1/2009/Hqrs.(Pt.)

Dated:

21 अक्टूबर 2011  
OCT 2011

To

- 32759
1. All Addl. CPFCs in Zones
  2. All Regional P.F Commissioner, In - Charge in the Regions
  3. Director, NATRSS, New Delhi
  4. All Regional P.F Commissioners, ZTIs ' Sub-ZTI Shillong
  5. Regional P.F Commissioner (ASD), Head Office

**Sub: Annual Performance Assessment Report (APAR) in respect of Officers and members of the staff in EPFO – Reg.**

Sir,

Your kind attention is invited to Head Office letters of even number dated 17-1-2011 and 11-3-2011 regarding implementation of the Annual Performance Assessment Reports (APARs) for officers and members of staff during the year 2009-10 (Sl.No.450 office circular 2010-11 of EPFOs website).

2. Further, attention is drawn to para 3 and 4(ii) of letter dated 17-1-2011 wherein it has been directed that the APARs in respect of RPFC Gr.II and APFCs which are being completed at Addl. CPFC Zone level, *may be forwarded only after the APARs are disclosed by the Zonal Addl. CPFCs or the representations are disposed as per the time period prescribed.* While forwarding the APARs this fact may be recorded in the forwarding letter and suitable acknowledgement may be sent to Head Office that the concerned officer has received a copy of the APAR.

3. The Head Office instructions as above are accordingly reiterated to all concerned for compliance.

Yours faithfully,

(NAVENDU RAI)  
Regional P.F. Commissioner Gr.II(APAR)