

No. 28011/01/2015-IFS-I
Government of India
Ministry of Environment, Forest & Climate Change

2nd Floor, Vayu Wing,
Indira Paryawaran Bhawan,
Jor Bagh Road,
New Delhi – 110 003.
Dated: 13.04.2016

To,

The Nodal Officers,
All State Governments/UTs.

Subject: Adopting SPARROW (Smart Performance Appraisal Report Recording Online Window) for online recording APARs in r/o IFS officers.

Sir,

Reference is invited to the Review Meeting held under the Chairmanship of Secretary (E,F&CC) on 29.03.2016 with the Principal Secretaries (Forest) and PCCFs of all State Governments and Union Territories during which adopting SPARROW for online recording APARs in r/o IFS officers was one of the major issue deliberated upon.


2. Instructions were issued to all the Nodal Officers on 15.03.2016 to ensure that duly filled pro-forma for DSC in respect of all IFS officers including those offices who are on central deputation, inter-cadre deputation or any other kind of deputation are obtained and forwarded to Shri R.K. Agrawal, ncodesolutions, New Delhi. This exercise is required be completed in a time bound manner and report in this regard was required to be sent to this Ministry positively by 21.03.2016.

3. However, as per the feedback received from (n)codesolutions, the nodal agency to provide DSCs, they have informed that as on 13.04.2016, only 169 forms have been received by them.

4. From the feedback received, it has also been observed that some Nodal Officers are providing only 01 or 02 DSC forms. Please ensure that at least minimum of 75% of forms are sent in one go.

5. In view of the fact that this programme is to be implemented in a time bound manner, all Nodal Officers are requested to complete the exercise of obtaining DSC forms and submitting them to the said agency positively by the end of this Ministry and submit a report to this Ministry. The address of the agency is:

Shri R.K. Agrawal
(n)Code Solutions, Division of GNFC Ltd,
E-223, East of Kailash -
New Delhi-110065
Ph:(011) 26452279 / 80.


(Jerome Minz)
Deputy Secretary to the Govt. of India
Ph: 2469 52 41.

Copy to:

- (i) Principal Secretary (Forest) of all State Governments/UTs for information please.
- (ii) PCCFs of all State Governments/UTs with a request to kindly direct Nodal Officer to complete the exercise in a time bound manner.
- (iii) NIC for uploading the letter in the website ifs.nic.in