

**Minutes of the Meeting held under the chairmanship of Secretary MoEF&CC on 11/01/2017 at 11:30 AM in the Ministry of Environment Forest and Climate Change, New Delhi on SPARRROW (Smart Performance Appraisal Report Recording Online Window) for online filling of PAR for IFS Officers and other IFS cadre related issues.**

The Meeting of the Principal Secretaries (GAD/Forests)/Nodal officers under the chairmanship of Secretary, MoEF&CC was held on 11/01/2017 at 11:30 AM in the Kaveri Hall, Ministry of Environment Forest and Climate Change, New Delhi. The list of participants and the agenda points are also enclosed at annexure I & II respectively.

IG (IFS/EAP) welcomed the participants and explained in brief the background of the meeting. Secretary, MoEF&CC in his opening remarks informed that in respect of other two All India Services i.e. IAS and IPS, SPARRROW is already in place and has been fully implemented. However the pace of implementation has been slow and expressed his concerns about the slow pace of progress. Secretary advised all the participants to get the DSC's issued for all the IFS Officers by February 2017 so that the SPARRROW for online filling of PAR for the year 2016-2017 is fully operational. Thereafter the NIC team gave a brief presentation on SPARRROW. During the discussion it was also emphasized that all NIC state coordinators have been advised to assist SFD's in this regard. In case of any problem SFD's should take up the matter with state coordinators and if the issue is not resolved they can contact NIC members of MoEF&CC. The states should ensure that to operationalize SPARRROW, DSC's are obtained in respect of all officers and the action to appoint Custodian, Alternate Custodian, PAR Manager, and EMD Manager is completed by February end.

Apart from issues related to SPARRROW the Secretary also raised following issues:

1. Intimation of vacancies from the IFS exam 2016 requested by MoEF&CC vide letter no. 17015/02/2016 IFS-II dated 24<sup>th</sup> November 2016 to be intimated.
2. All states where cadre review is due the cadre review proposals may be submitted well in time.
3. States to expedite submission of vigilance clearance in respect of the officers for empanelment at JS level 1993-1994 batch .To carry out review of service of IFS officers who have completed 15 and 25 years of

service and have attained the age of 50 years needs updating Civil List 2017.

After a brief discussion following decisions were taken:

1. All the states to insure that the DSC's are issued to all officers by February 2017. If any state has obtained DSC's from any other sources they may indicate the same to the Ministry. Other requirements for operationalization of SPARROW to be completed. *APR 2016-17 will be on SPARROW only.*
2. Filling up of immovable property return by all Officers needs to be completed by 31<sup>st</sup> January 2017 as per the schedule. Attention was invited to DoPT OM dated 7<sup>th</sup> September, 2011 where in it has been clearly stated that vigilance clearance shall be denied to an officer if he fails to submit his annual immovable property returns of the previous year latest by 31<sup>st</sup> January.
3. The information regarding intimation of vacancy for the IFS exam 2016, requested vide the letter no. 17015/02/2016 IFS-II dated 24<sup>th</sup> November 2016 to be furnished by 25<sup>th</sup> January.
4. Submission of CVC Performa in respect of 1993 and 1994 batch officers as per the list.
5. Review of services of IFS officers who have completed 15 and 25 years and have attained the age of 50 years needs to be carried out and report to be sent.
6. Updated Civil List information to be submitted by 25<sup>th</sup> January, 2017. The Civil list in PDF format is available on IFS website (ifs.nic.in). In case states want to make changes in this then, the HTML format can be copied and pasted for necessary editing.

The meeting ended with vote of thanks to the chair.

