

Government of west Bengal
Vigilance Branch
Irrigation & Waterways Department
Jalasampad Bhaban, 3rd Floor, Western Block
Bidhannagar, Salt Lake City, Kolkata 700091

Memo. No.761(10)-IW(V)

Dated: 21.03.2025

From: Joint Secretary to the Government of West Bengal
& Vigilance Officer

To:

- 1) The D.P.&Ex-Offices Chief Engineer, I&W Directorate, Jalasampad Bhaban, Kol-91.
- 2) The Chief Engineer & Project Director, WBMIFFP, Jalasampad Bhaban, Kol-91.
- 3) The Chief Engineer, South I&W Directorate, Jalasampad Bhaban, Kol-91.
- 4) The Chief Engineer, West, Irrigation & Waterways Directorate, P.O.-Sadhanpur, (Near-Polytechnic), Dist. -East Burdwan, PIN-713101.
- 5) The Chief Engineer, South-West, Irrigation & Waterways Directorate, Khasjungle, P.O.-Abas, Dist.-Paschim Medinipur, PIN-721102.
- 6) The Chief Engineer, North, Irrigation & Waterways Directorate, Green Park, P.O.-Mokdumpur, Dist-Malda, PIN-732103.
- 7) The Chief Engineer, (Design& Research), I&W Directorate, Jalasampad Bhaban, Kol-91.
- 8) The Chief Engineer, Teesta Barrage Project, Irrigation & Waterways Directorate, Sevoke Road, Siliguri, Dist. - Darjeeling, PIN-734001.
- 9) The Chief Engineer, North East, I&W Directorate, P.O.- Jalpaiguri, PIN-735101.
- 10) The Chief Engineer, (Mech&Electrical), I&W Directorate, Jalasampad Bhaban, Kol-91.


Subject: Extension of the last dates for online Self -Appraisal Report (SAR) for the appraisal years from 2018-19 to 2023-24.

Sir,

In enclosing a copy of the Memorandum bearing No. 1028-F(eGov) dated: 18.03.2025 issued by the Finance Department eGovernance Group relating to the subject mentioned above, I am directed to request you to circulate the aforesaid Memorandum among the entire Group-A Officers under your control and direct them to submit respective online Self Appraisal Report (SAR) mandatorily in compliance of the aforesaid memorandum.

Hence, he is requested to arrange for circulation of the matter among the employees under his control with a view to ensuring online submission of SAR within the stipulated time. It may be noted that submission of SAR is mandatory in terms of Finance Departments' Memo.No.2748-F(P) dated 27th April, 2018.

Enclosure: As stated above.


Joint Secretary to the Government
of West Bengal & Vigilance Officer

Copy forwarded for information and necessary action to:-

- 1) The Executive Engineer, DVC Study Cell, Irrigation & Waterways Dte. 7th Floor, Jalasampad Bhawan, Koi-91, for uploading this Memorandum with enclosure in the official website.
- 2) Shri Sujoy Saha, Deputy Secretary & Nodal Officer Irrigation & Waterways Department.
- 3) All Superintending Engineers, I&W Dte.
- 4) All Executive Engineers, I&W Dte.
- 5) All Assistant Engineers, I&W Dte.
- 6) All Junior Engineers, I&W Dte.

TS
21/3/25

Joint Secretary to the Government
of West Bengal & Vigilance Officer

Government of West Bengal
Finance Department
eGovernance Group,
NABANNA, Howrah - 711102

Memo. No.1028-F(eGOV)


Date: 18/03/2025

MEMORANDUM

Sub: Extension of the last date for evaluation of online Self-Appraisal Report (SAR) as well as for submission of the same by the Officer Reported Upon for the appraisal years from 2018-19 to 2023-24

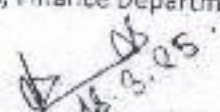
In partial modification of the Memorandum Number 5156-F(eGOV) dated 26/12/2024 the last date for submission/evaluation of online Self Appraisal Report (SAR) in HRMS for the appraisal years from 2018-19 to 2023-24 has been extended as per below mentioned table -

Type of Officer	Last date of evaluation of SAR extended up to
Officer Reported Upon	31st March' 2025
Reporting Officer	7th April 2025
Reviewing Officer	17th April 2025
Accepting Officer	28th April 2025


Special Secretary to the
Government of West Bengal

Copy forwarded for information and necessary action to:-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kol-1.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kol-1.
3. The Accountant General (Receipts, Works and Local Bodies Audit), West Bengal, C.G.O. Complex, 'C' East Wing, 5th Floor, Sector-I, Salt Lake, Kolkata-700064.
4. The PA to the Chief Secretary to the Government of West Bengal.
5. The General Manager, Reserve Bank of India, Banking Department, 15 N.S. Road, Kolkata-1.
6. The General Manager, Reserve Bank of India, PAD, 15 N.S. Road, Kolkata-1.
7. The Resident Commissioner, Government of West Bengal, A/2, State Emporia Buildings, Baba Kharak Singh Marg, New Delhi-110001.
8. The Additional Chief Secretary/Principal Secretary/Secretary,
..... Department, Government of West Bengal.
9. The Secretary, Finance (Audit) Department, Government of West Bengal.
10. The Commissioner, Division.
11. The Special Secretary / Additional Secretary /Joint Secretary /Deputy Secretary, Finance Department, Government of West Bengal.
12. Shri SumitMitra, Network Administrator, Finance (Budget) Department.He is requested to upload this order in the Finance Department's website.
13. The.....Department/Directorate.....
14. The Director of Treasuries & Accounts, West Bengal, 3rd Floor, Mitra Buildings, 8, Lyons Range, Kol-1.
15. The Director
16. The District Magistrate/District Judge/Superintendent of Police.....
17. The Sub-Divisional Officer,
18. The Pay & Accounts Officer, Kolkata Pay & Accounts Office - I, 81/2/2, Phears Lane, Kol-12.
19. The Pay & Accounts Officer, Kolkata Pay & Accounts Office -II, P-I, Hyde Lane, Kol-12.
20. The Pay & Accounts Officer, Kolkata Pay & Accounts Office -III, SUVANNA, SGO Complex, 5th&6th Floor, Plot No-9, Block- DF, Sector-I, Bidhannagar, Kol-64.
21. The Treasury Officer,
22. The Group Branch, Finance Department


18.3.25
Special Secretary to the
Government of West Bengal