



Top Priority
APAR Matter
MOST URGENT

भारत सरकार

Govt. of India,

वित्त मंत्रालय, राजस्व विभाग

Ministry of Finance, Department of Revenue

वस्तु एवं सेवाकर एवं सीमा शुल्क, मुख्य आयुक्त का कार्यालय

Office of the Chief Commissioner, Goods and Services Tax & Customs

क्रेसेन्स बिल्डिंग, महात्मा गाँधी रोड, शिलांग- 793001

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C.No.II(9)2/PER/CCO/SH/2017/

Dated:-

To,

The Commissioner, GST&CX

Shillong / Dibrugarh/Guwahati/Agartala/Aizawl/Dimapur/Imphal/Itanagar

The Commissioner

Customs (Prev.) N.E.R.

Shillong

Sir/Madam,

Subject:- *Non-receipt of APAR for the period 2016-17 in respect of Group 'C' Non-Ministerial Staff (Hav,H/Hav,MTS) - reg.*

Please refer to this office letter of C.No.II(9)4/PER/CCO/SH/2017/0873-78 dated 29th March, 2017 regarding preparation of Annual Performance Appraisal Reports for the period from 01.04.2016 to 31.3.2017 in respect of Group 'C' *Non-Ministerial Staff*.

On scrutiny of records, it reveals that some of the APARs in respect of Group 'C' *Non-Ministerial Staff (Hav,H/Hav,MTS)* have not yet been received by this office. The said APARs are urgently required for different purposes.

In light of the above, it is requested to send the said APARs of officers as per enclosed Annexure through **Speed Post / Special Messenger**, treating the matter as Extremely Urgent.

Yours faithfully,

Encl: As stated.

Sell
(B.S. Suhag)
Additional Commissioner

C.No.II(9)2/PER/CCO/SH/2017/6904 - 6909

Dated:- 15 NOV 2017

Copy forwarded for information and necessary action to:

1. The Assistant Commissioner, Customs (Prev.) Division/ Aizawl/Guwahati/Dimapur /Shillong/ Dhubri .
2. The Superintendent (Systems) for uploading in Departmental website.

B.S. Suhag
(B.S. Suhag)
Additional Commissioner