

**Details to be provided by the ITS/GCS-DOT officers to their PAR Custodian /PAR
Manager for generation of PAR**

Annexure-I

- A. Report for the year: : 20__ - __
- B. Period of Report (From & To in DD/MM/YYYY): :
- C. eAPAR Part No. (If "Period of Report" is less than a year): :

1	Name of the Officer				
2	Date of Birth (DD/MM/YYYY)				
3	SPARROW Employee Code (Refer item b of Instructions)				
4	Date of continuous appointment to present grade (Period concerned)	Date			
		Grade			
		Regular/NFU			
5	Date of continuous appointment to present post (Period concerned)	Date			
		Post i.e. Designation during Period concerned			
6	Reporting officer during the period of Report (as defined in his/her eAPAR SPARROW system if he/she is part of any eAPAR SPARROW system)	Is reporting officer part of any SPARRROW system of Gol (Yes/No)			
		Name			
		Batch (Allotment year)			
		Service			
		Cadre			
		Designation			
7	Reviewing officer during the period of Report (as defined in his/her eAPAR SPARROW system if he/she is part of any eAPAR SPARROW system)	Is reviewing officer part of any SPARRROW system of Gol (Yes/No)			
		Name			
		Batch (Allotment year)			
		Service			
		Designation			
		SPARROW Employee code			
8	Period of absence from duty (on training, leave etc.) during the year. If he has undergone training. Specify complete details or NIL, as the case may be				
	Absence Category	Period From	Period To	Type	Remarks

Self-Certification: Certified that the information provided above is true and correct to the best of my knowledge.

Signature:
Name:
Staff No.
Mobile No.